DOCUMENT RESUME

ED 067 491 VT 016 685

AUTHOR	Bice, Garry R.; Green, Gary Q.
TITLE	A Study of the Salary Structure of Selected State Divisions of Vocational-Technical Education.
INSTITUTION	Tennessee Occupational Research and Development Coordinating Unit, Knoxville.
PUB DATE	Jun 72
NOTE	284p.
EDRS PRICE	MF-$0.65 HC-$9.87
DESCRIPTORS	*Administrative Organization; *Administrative Personnel; Fringe Benefits; Occupational Information; *Personnel Data; *Salaries; *State Departments of Education; Technical Education; Vocational Development; Vocational Education
IDENTIFIERS	*Southeastern States; Tennessee

ABSTRACT

In this survey, the Tennessee Research Coordinating Unit has gathered statistical data pertinent to the salary structure of State Divisions of Vocational-Technical Education in the Southeast with specific emphasis on Tennessee. Compared to other state divisions, the professional vocational education staff members in Tennessee are overworked and underpaid. Upgrading of fringe benefits and 15 percent salary increases are recommended to improve Tennessee's noncompetitive position. The "general combination" type of organizational structure in Tennessee does not provide for vertical mobility, making the vertical and pyramidal structures in other states more attractive. Various cost-of-living indexes show there is an insignificant difference in living costs among the southeastern states. For each administrative position within the State Divisions of Vocational-Technical Education, salary ranges, job descriptions, educational requirements, and work experience requirements are included. A wide range of charts presents the data. Findings are presented concerning the cost-of-living, the working environments, field supervision, and the organizational structures of 12 State Divisions of Vocational-Technical Education in the Southeast. Administrative positions within four local educational systems were selected for purposes of comparison. (AG)

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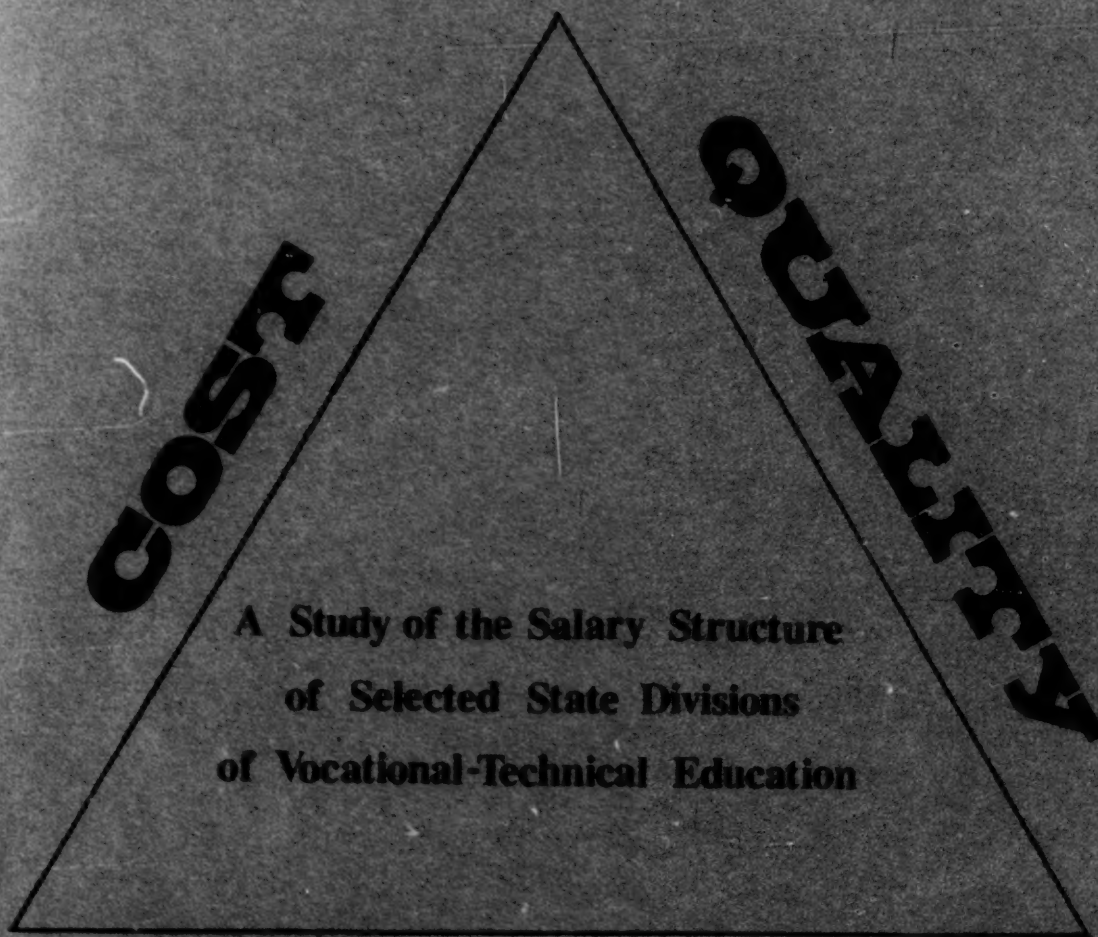
TENNESSEE ADVISORY COUNCIL ON VOCATIONAL EDUCATION



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A STUDY OF THE SALARY STRUCTURE OF SELECTED STATE DIVISIONS OF VOCATIONAL-TECHNICAL EDUCATION

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Prepared for:
Tennessee Advisory Council on
Vocational Education

Prepared By:
Garry R. Bice
Director, Research Coordinating Unit

Gary Q. Green
Project Director, Research Coordinating Unit

TENNESSEE RESEARCH COORDINATING UNIT FOR
VOCATIONAL-TECHNICAL EDUCATION
UNIVERSITY OF TENNESSEE
COLLEGE OF EDUCATION
KNOXVILLE, TENNESSEE

June, 1972

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ACKNOWLEDGMENTS

We wish to gratefully acknowledge:

The support given this project by the Tennessee State Advisory Council on Vocational Education

The time and effort of staff members in the states studied who supplied information

And the Research Coordinating Unit project staff who actually did the work:

Bob Clater
Sandy Green
Rella Hines
Allyson Lunden
Gwen Lunden
Mae Lunden
Glen Reed
Ken Sargent
Alice Marie Woody
Gary Woody

The Authors

ABOUT THE STUDY

In this study, the Tennessee Research Coordinating Unit (TRCU) has attempted to gather information pertinent to the salary structure of State Divisions of Vocational-Technical Education in the Southeast with specific emphasis on Tennessee. The design of this presentation of data is such that each and every section should be understandable as an isolated area. If the reader will look in the Table of Contents, locate the section or sections of interest, and digest the hard data of note, much leafing can be avoided. Please note: this section, "About the Study," is a professional opinion about the issues at hand and is based upon the hard data found in the remainder of the report. Readers should feel free to both draw and project their own beliefs about the issues after reading the hard data (i.e., it is hoped that this section will stimulate rather than preclude discussion of the basic economic issues involved).

Salary schedules are presented by position and are shown as entry, mean, and maximum. Every state has a different system of pay computation and extreme difficulty was encountered in equating positions in the various states.

Please note that the Organizational Tables in this study are based on position function rather than chain of command and may or may not exactly match the more conventional and

elementary chain of command type Organizational Tables found in most state plans.

The Southern Association subscribes to the policy that: a supervising administrative officer should earn more than any subordinate personnel. It is extremely difficult to guide the operation of an autonomous educational body. This difficulty is exaggerated when those giving advice and support are many times (usually) paid significantly less than those receiving the advice.

The Tennessee State Division of Vocational-Technical Education (TSDVE) is in a noncompetitive position in competing for new staff members. The Division would appear to have held its employees through sheer loyalty as opposed to any form of remuneration. Compared to other state divisions the TSDVE professional staff members are overworked and underpaid.

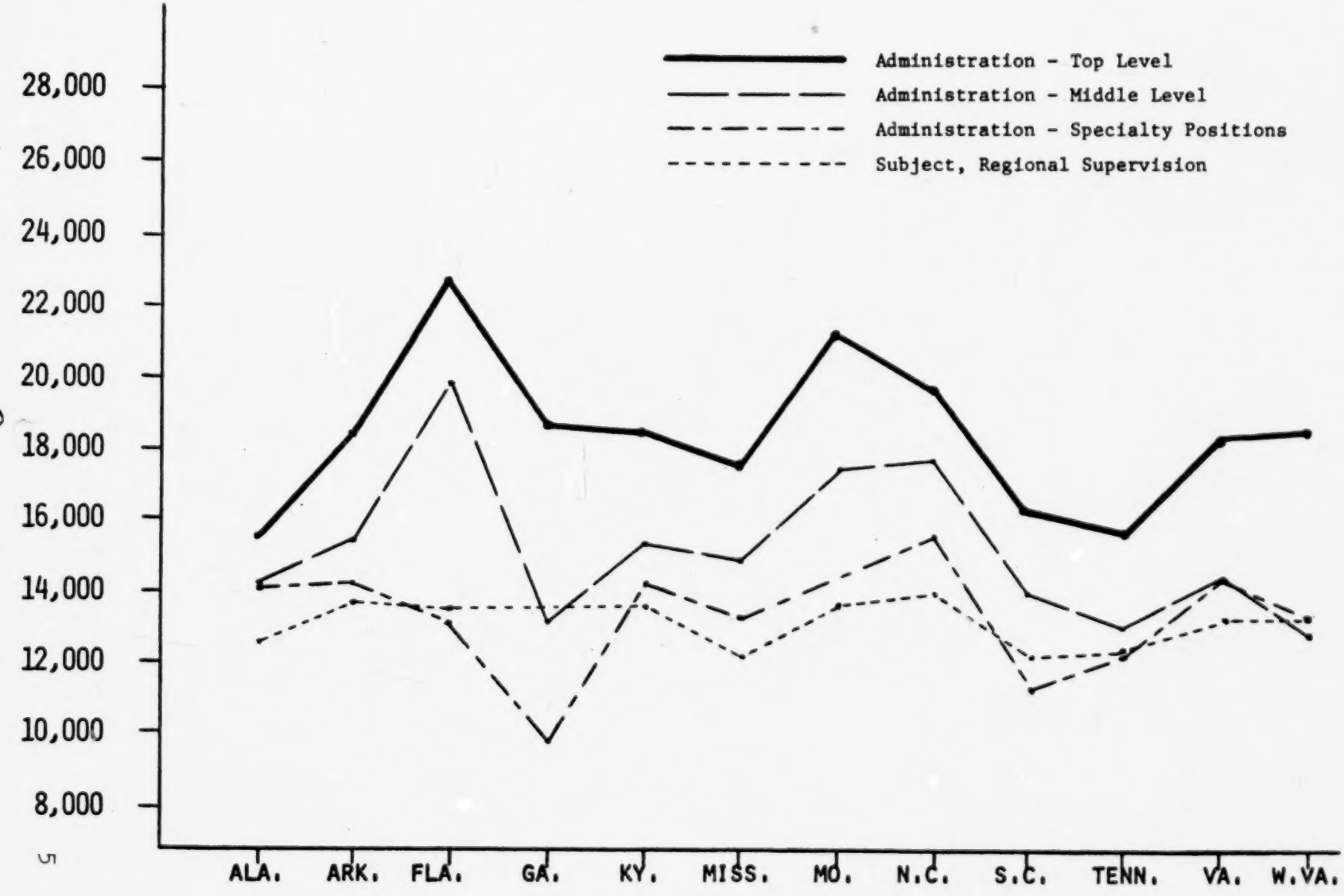
No better example exists than the top administrative job in the Division (the Assistant Commissioner). The salary range for Tennessee's top vocational-technical job not only starts lower than any other such position in the Southeast, but is actually lower than some local school districts' salary scales that do not have jobs of comparative responsibility. This is complicated further by the fact that there is no top level administrative "support person" in Tennessee (i.e., there is no one to share the workload or serve in lieu of the Assistant Commissioner). Furthermore, although qualifications both

educational and experiential are essentially the same, the maximum pay of Tennessee's top vocational-technical administrative job is actually below the starting scale of comparable positions in many surrounding states (see page 4). The mean salary range for a top level administrator is $18,289 in the Southeast and $15,690 in Tennessee.

Some middle level administrators find themselves making less money than the teachers that the personnel under their direct supervision assist. Tennessee State Division of Vocational-Technical Education middle administration personnel have a salary range mean of $13,050, yet the mean for the Southeast excluding Tennessee is $15,375 (see page 4).

Three types of organizational structure have emerged from the study: vertical staff and line, pyramidal, and a general combination type (see organization section). The "general combination" type of organizational structure, such as the one used in Tennessee, causes some structural peculiarities. For instance, due to the general nature of the total administrative structure, program articulation is better than in the other types of structures; this is especially true at the field level. However, this type of organization utilizes fewer high level specialists and does not provide for vertical mobility (i.e., there are very few chances of greatly improving positions or pay within this system). This type of structure is not attractive to young, high quality personnel and greatly increases

MEAN SALARY COMPARISON



the difficulty involved in recruiting. Also, there is little or no incentive to excel when the only reward is longevity salary increases. Comparisons at the specialist level were extremely difficult due to nonequitable job contingencies. The mean salary range for a specialist, excluding Tennessee, is $13,356 in the Southeast and $12,300 for a specialist in Tennessee (see page 4).

The Cost of Living (COL) Indexes show that there is an insignificant difference in COL among the southeastern states. Nashville is actually four percent higher than Atlanta at a "higher" or a professional standard of living (see COL section).

A fifteen percent across-the-board salary increase for Tennessee would not appear to be unreasonable in view of the fact that it would only bring (TSDVE) in line with the mean salary range of other State Divisions in the Southeast. Tennessee should attempt to upgrade its nonschedule benefits to compete with other southeastern states. For instance, Tennessee has no formal policy for leave without pay; consulting leave; extrawork compensation pay; maternity leave; or military leave (see page 283). The addition of nonschedule benefits would greatly enhance the attractiveness of SDVTE jobs especially to young men and women.

RECOMMENDATIONS

1. It is recommended that the organizational structure be re-examined to see if sufficient support is made available at all levels particularly at the top administrative level.

2. It is recommended that salary schedules be re-examined and new schedules be developed to bring salary in line with responsibility. This is particularly true at the higher administrative levels.

3. Policy relating to non-schedule benefits should be re-examined and where deficient "as is the prevalent case in Tennessee" should be brought in line with non-schedule benefit policy of other states. In order to bring Tennessee's non-scheduled benefits up to par would cost approximately $70,200.

4. A 15 percent across-the-board pay raise for all Tennessee State Division Vocational-Technical professional staff should be implemented at once. This raise would cost approximately $105,300.

5. Educational and work experience requirements should be thoroughly re-examined to determine the appropriateness of requirements as they apply to the responsibilities of the positions. It is further recommended that an out-of-state consulting firm (or another similar agency) be employed to complete this recommendation.

6. An educational leave program should be implemented immediately. This educational leave program should be on a request priority basis. Assuming five professional staff per year participate, the cost will approach $60,000 per year.

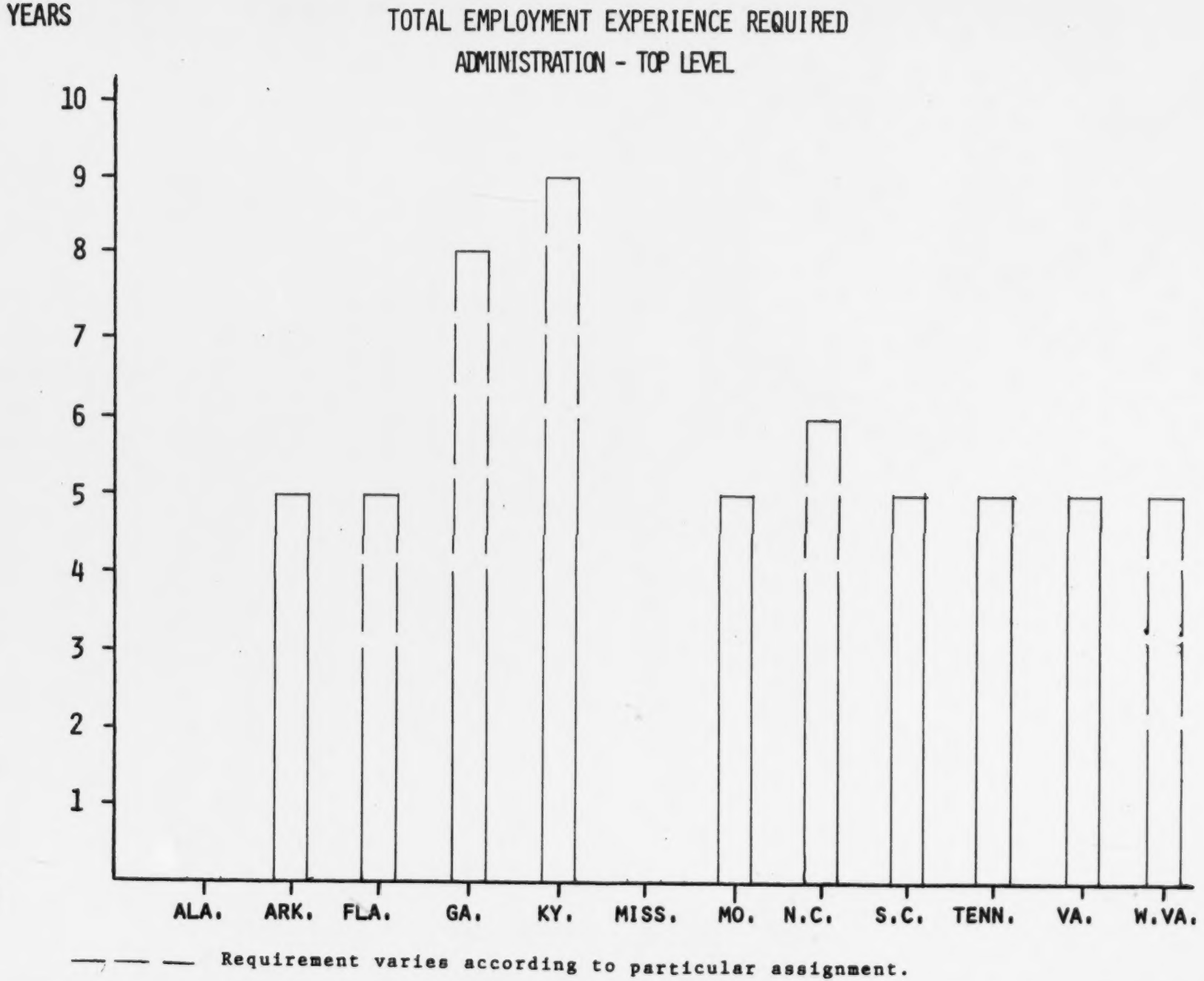
7. It is recommended that an indepth automated data bank be developed for the Tennessee State Division of Vocational-Technical Education and implemented during the fiscal year of 1973.

INTRODUCTION TO ADMINISTRATION - TOP LEVEL

The top level management of the State Division of Vocational-Technical Education is normally divided into two segments: that of the Director, who is responsible for an on-going statewide vocational program, and that of a second person, usually referred to as the Assistant Director. The two sections deal with the official titles of the positions as identified by each state. A comparison is made of the job descriptions (which by no means identify the many responsibilities), the required educational and occupational work experiences, and the current salary ranges.

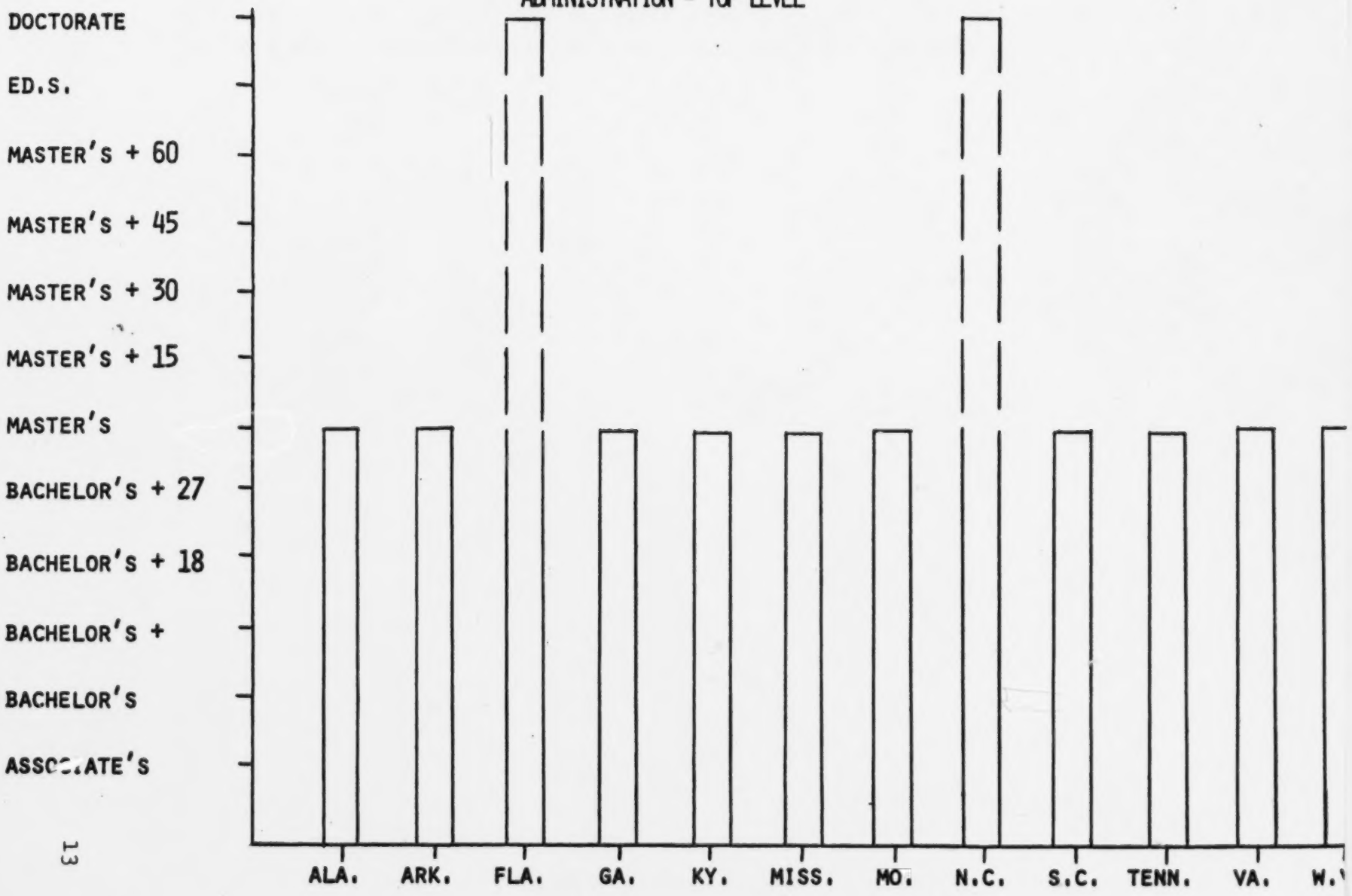
The object of this part of the study is to present to the Vocational Education Profession of this region an overview of the two top positions, using the state of Missouri as an outside mode for comparison. The salary of the Director of the Vocational Education Division is determined in several different identified ways, and possibly by other means unknown to this project. For example, in some states the Director's salary is negotiated between the Director and the Commissioner of Education with final approval coming by way of the legislature or from another approving agency such as the State Vocational Advisory Board. Most states have a set salary scale. The salary step of the Director is based on educational background and experience.

The information provided in the first two sections of this study is as complete as any supplied by the states of this region. In most instances, the job descriptions and statements pertaining to educational backgrounds and work experience requirements are quoted from written and printed sources, or telephone conversations. A possibility of error within this study could arise from misinterpretation of, or deficiencies in, the original information received from the states involved. The salary ranges identified in this study are for the current year 1971-72.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
ADMINISTRATION - TOP LEVEL
10
9
8
7
6
5
4
3
2
1
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.
Requirement varies according to particular assignment.

EDUCATIONAL REQUIREMENTS

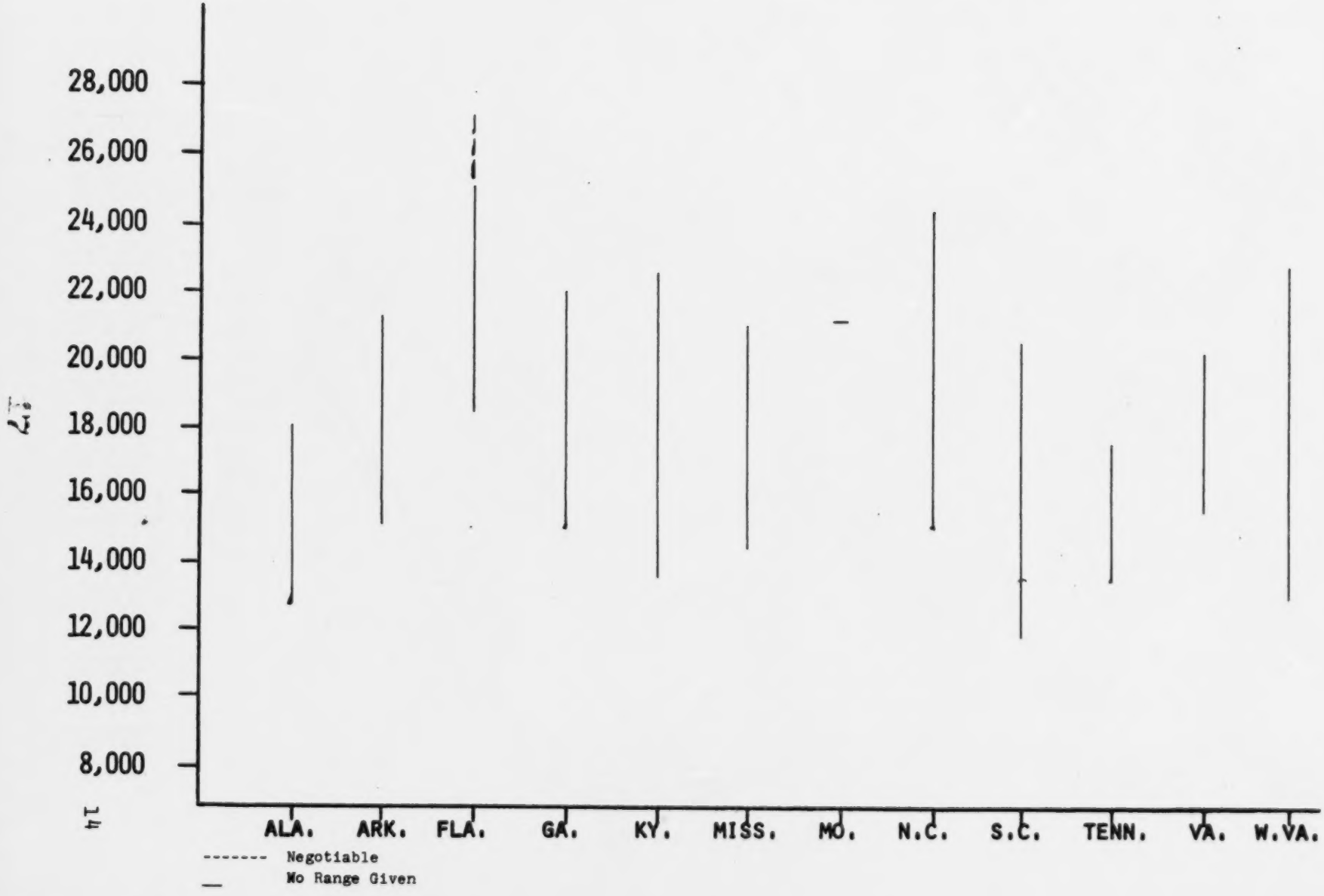
ADMINISTRATION - TOP LEVEL

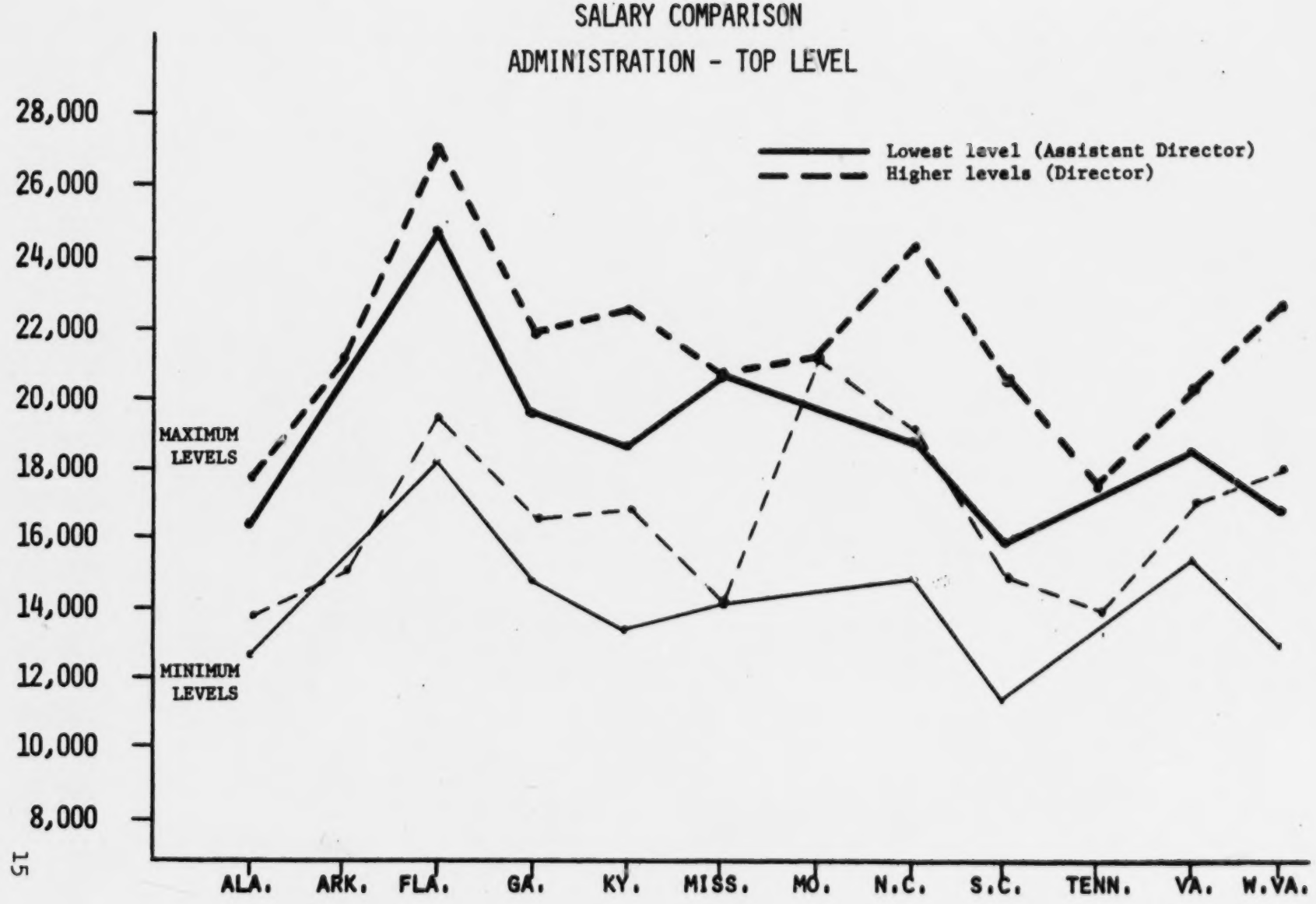


— — — Requirement varies according to particular assignment.

SALARY RANGES

ADMINISTRATION - TOP LEVEL




SALARY COMPARISON
ADMINISTRATION - TOP LEVEL
Lowest level (Assistant Director)
Higher levels (Director)
28,000
26,000
24,000
22,000
20,000
18,000
16,000
14,000
12,000
10,000
8,000
MAXIMUM LEVELS
MINIMUM LEVELS
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

ADMINISTRATION - TOP LEVEL

SALARY RANGES

In the area of top level management, the maximum starting salary is $19,656 offered by Florida. The State of Tennessee offers a maximum starting salary of $13,740.

The maximum attainable salary is also found in Florida at $27,036. In Tennessee the maximum attainable salary is $18,700.

Of the twelve states surveyed, South Carolina has both the lowest starting salary and the lowest maximum salary.

INDIVIDUAL STATES

Name	Salary Range		
	Minimum	Mean	Maximum
Alabama (two entry levels).....	$12,766	$15,392	$16,523
	13,923		18,018
Arkansas.....	15,084	18,240	21,396
Florida (two entry levels).....	18,144	22,590	25,344
	19,656		27,036*
Georgia (two entry levels).....	15,006	18,498	19,974
	16,506		21,990
Kentucky (two entry levels).....	13,860	18,222	18,996
	16,860		22,584
Mississippi.....	14,480	17,674	20,868
Missouri.....	(Present salary $21,192)		
North Carolina (two entry levels)..	15,096	19,776	19,212
	19,212		24,456
South Carolina (two entry levels)..	11,825	16,208	16,175
	14,750		20,590
Tennessee.....	13,740	15,690	17,640
Virginia (two entry levels).....	15,675	18,088	18,700
	17,150		20,500
West Virginia (two entry levels)...	13,440	18,210	17,160
	18,000		22,980

*Negotiable

ADMINISTRATION - TOP LEVEL

DIRECTOR

State	Title of Position
ALABAMA:	Director of Vocational Education
ARKANSAS:	Associate Director for Vocational, Technical, and Adult Education
FLORIDA:	Director of Vocational Education
GEORGIA:	State Director of Vocational Education
KENTUCKY:	Assistant Superintendent of Public Instruction for Vocational Education
MISSISSIPPI:	State Director of Vocational-Technical Education
MISSOURI:	Assistant Commissioner for Vocational-Technical Education (State Director)
NORTH CAROLINA:	State Director, Division of Occupational Education
SOUTH CAROLINA:	Director of Vocational Education
TENNESSEE:	Assistant Commissioner of Education for Vocational-Technical Education (State Director)
VIRGINIA:	Director of Vocational Education
WEST VIRGINIA:	State Director of Vocational Education

DIRECTOR

JOB DESCRIPTION

ALABAMA: DIRECTOR OF VOCATIONAL EDUCATION

The Director is professionally responsible and experienced in planning, developing, coordinating, and supervising the state program of vocational education. He determines administrative policy, the scope of projects, personnel, and financial requirements for conducting vocational education programs in accordance with basic laws and policies. He is a promoter of vocational education. He reviews and coordinates plans and activities, and he performs with independence within the scope of the broad policies established by the State Superintendent of Education.

ARKANSAS: ASSOCIATE DIRECTOR FOR VOCATIONAL- TECHNICAL AND ADULT EDUCATION

(Information pertaining to job description was not supplied.)

FLORIDA: DIRECTOR OF VOCATIONAL EDUCATION

The Director is professionally responsible and his position involves the direction and administration of the programs and activities of the Vocational, Technical, and Adult Education Division.

GEORGIA: STATE DIRECTOR OF VOCATIONAL EDUCATION

The Director plans, organizes and administers the activities which constitute the major functions of the statewide Vocational Education Program. Duties are difficult and are performed under the administrative direction of the State Superintendent of Schools.

KENTUCKY: ASSISTANT SUPERINTENDENT OF PUBLIC INSTRUCTION FOR VOCATIONAL EDUCATION

The Assistant Superintendent directs and coordinates the functions and activities of organizational units within the assigned Bureau of State Department of Education. He develops, with the assistance of the State Superintendent and other officials of the State Board, policies for operation of the department. He is responsible for developing, coordinating, and working for the promotionn of lay organizations interested in education. The Assistant Director prepares working budgets for the department and prepares and directs the preparation of reports for the state and federal governments.

JOB DESCRIPTION (continued)

MISSISSIPPI: STATE DIRECTOR OF VOCATIONAL-TECHNICAL EDUCATION

(Information pertaining to the job description was not supplied.)

MISSOURI: ASSISTANT COMMISSIONER FOR VOCATIONAL-TECHNICAL EDUCATION

The Assistant Commissioner provides leadership and direction of the State Board staff necessary to develop and implement a total program of Vocational-Technical Education which is suited to the needs of all persons in all sections of the state.

NORTH CAROLINA: STATE DIRECTOR, DIVISION OF OCCUPATIONAL EDUCATION

The Director is responsible for the administration of a large, comprehensive educational program. The work involves planning curricula, budgets, and the use of personnel, coordinating activities with other divisions of the federal government, and formulating major policies and procedures of the Division.

SOUTH CAROLINA: DIRECTOR OF VOCATIONAL EDUCATION

The Director is responsible, through the administrative officer, to the State Board for the administration of the program of vocational education. He is responsible for a general promotional program for all phases of vocational education in the state, and for the general supervision of the vocational program, working through the supervisors of the various services involved in the State Plan.

TENNESSEE: ASSISTANT COMMISSIONER OF EDUCATION FOR VOCATIONAL-TECHNICAL EDUCATION

The Assistant Commissioner provides leadership and direction for the State Board staff necessary for developing and implementing a total program of Vocational-Technical Education which shall be of high quality and suited to the needs of all persons in all sections of the state. He is responsible for seeing that the provisions of the State Plan and all Rules and Regulations of the State Board are followed and complied with.

JOB DESCRIPTION (continued)

VIRGINIA: DIRECTOR OF VOCATIONAL EDUCATION

The Director administers and gives general direction to the programs of vocational and technical education. He coordinates the Vocational Program with those of other educational areas in the state, approves vocational and technical programs, prepares budgets, maintains a system of Financial Records, and provides necessary reports to the State Board and the U.S. Office of Education.

WEST VIRGINIA: STATE DIRECTOR OF VOCATIONAL EDUCATION

The Director directs and administers the activities of the division, maintains liaison with the State Advisory Council, prepares reports on vocational and technical education for the State Board of Education, and is involved with the budgets for the Division.

DIRECTOR

EDUCATIONAL REQUIREMENTS

ALABAMA: DIRECTOR OF VOCATIONAL EDUCATION

The Director is to have a minimum of a Master's Degree in school administration with major course work in vocational education or guidance.

ARKANSAS: ASSOCIATE DIRECTOR FOR VOCATIONAL, TECHNICAL, AND ADULT EDUCATION

The Associate Director shall hold a minimum of a Master's Degree including eighteen semester hours in vocational education.

FLORIDA: DIRECTOR OF VOCATIONAL EDUCATION

The Director shall have a minimum of a Master's Degree with other academic requirements to be approved by the State Commissioner of Education with approval by the State Cabinet.

GEORGIA: STATE DIRECTOR OF VOCATIONAL EDUCATION

The State Director of Vocational Education shall have a minimum of a Master's Degree from a college or university of recognized standing. Additional study beyond the Master's Degree level may be substituted for the required experience on a year-to-year basis, with a maximum substitution of two years.

KENTUCKY: ASSISTANT SUPERINTENDENT OF PUBLIC INSTRUCTION FOR VOCATIONAL EDUCATION

The bureau head must have a minimum of a Master's Degree from a recognized college or university in educational administration.

MISSISSIPPI: STATE DIRECTOR OF VOCATIONAL-TECHNICAL EDUCATION

The Director shall have a minimum of a Master's Degree with a major in one of the fields of vocational education from an approved vocational teacher training institution.

MISSOURI: ASSISTANT COMMISSIONER FOR VOCATIONAL-TECHNICAL EDUCATION (STATE DIRECTOR)

The Director must have a minimum of a Master's Degree from an accredited college or university, with courses in the administration and supervision of vocational-technical education.

EDUCATIONAL REQUIREMENTS (continued)

NORTH CAROLINA: STATE DIRECTOR, DIVISION OF OCCUPATIONAL EDUCATION

The Director shall have a minimum of the Master's Degree in education or a specific area within vocational education.

SOUTH CAROLINA: DIRECTOR OF VOCATIONAL EDUCATION

The general educational requirements for the Director shall include a minimum of a Master's Degree from a recognized college or university. He shall be qualified for a teacher's certificate in one or more vocational areas.

TENNESSEE: ASSISTANT COMMISSIONER OF EDUCATION FOR VOCATIONAL-TECHNICAL EDUCATION (STATE DIRECTOR)

The Assistant Commissioner shall have a minimum of a Master's Degree from an accredited college or university, with courses in the administration and supervision of vocational-technical education.

VIRGINIA: DIRECTOR OF VOCATIONAL EDUCATION

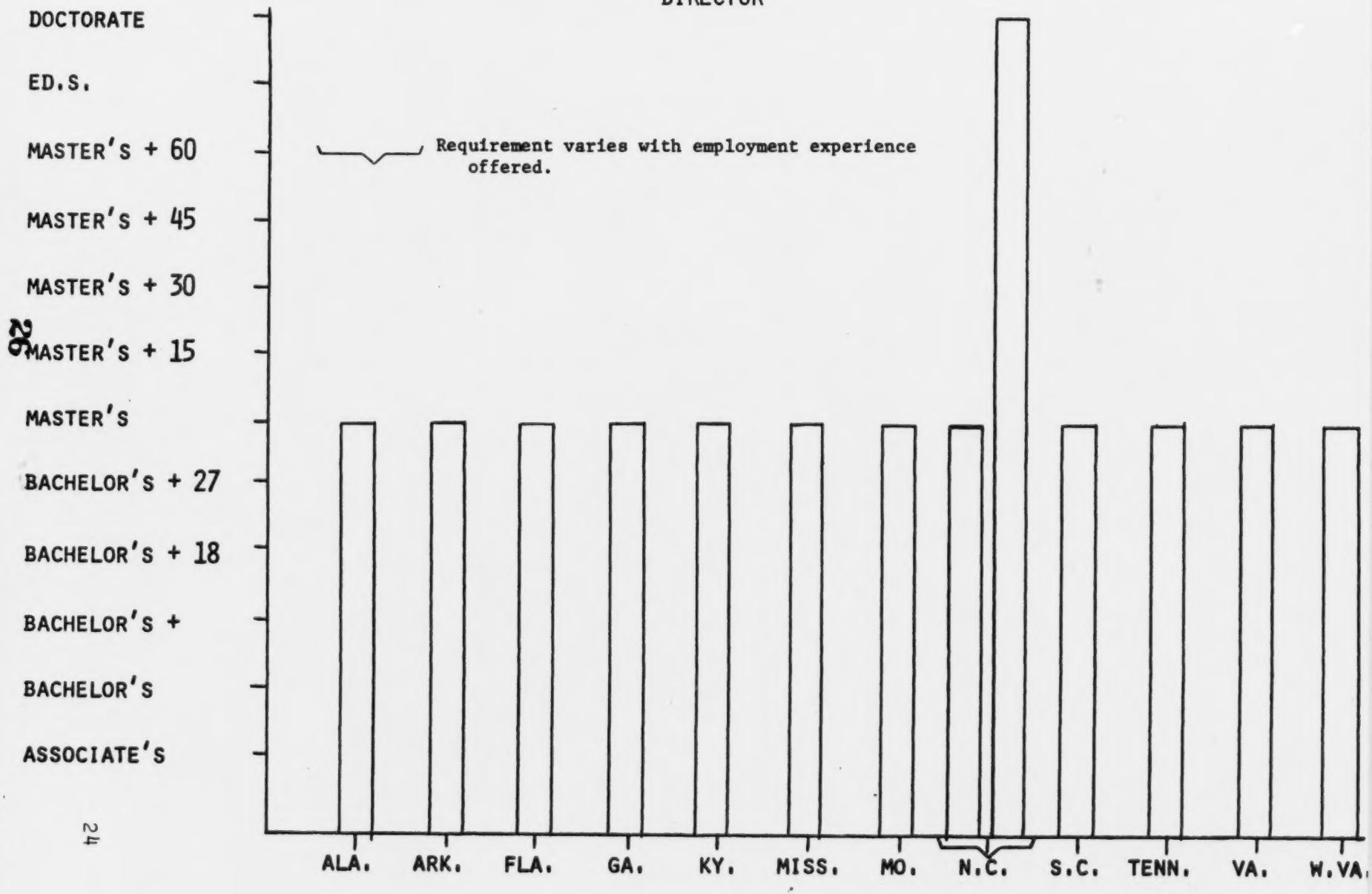
The Director shall hold a Master's Degree from an accredited institution with a major in education or a major in one vocational field.

WEST VIRGINIA: STATE DIRECTOR OF VOCATIONAL EDUCATION

The State Director shall have graduated from a college or university of recognized standing with a Master's Degree in one area of vocational education.

EDUCATIONAL REQUIREMENTS

DIRECTOR



DIRECTOR

WORK EXPERIENCE REQUIREMENTS

ALABAMA: DIRECTOR OF VOCATIONAL EDUCATION

It is expected for the Director to have extensive experience in vocational teaching and the supervision of vocational instruction with increasing responsibility for program direction, supervision and planning.

ARKANSAS: ASSOCIATE DIRECTOR FOR VOCATIONAL, TECHNICAL, AND ADULT EDUCATION

The Associate Director shall have had a minimum of five years experience in supervision or teacher training in an approved program of vocational education.

FLORIDA: DIRECTOR OF VOCATIONAL EDUCATION

(Information pertaining to work experience requirements was not supplied.)

GEORGIA: STATE DIRECTOR OF VOCATIONAL EDUCATION

The State Director shall have eight years of full time, paid employment in a responsible supervisory capacity.

KENTUCKY: ASSISTANT SUPERINTENDENT OF PUBLIC INSTRUCTION FOR VOCATIONAL EDUCATION

The bureau head will have a minimum of nine years of public school teaching experience, including five years of experience in public school administration working with vocational education programs. He shall hold the appropriate Kentucky teacher's certificate.

MISSISSIPPI: STATE DIRECTOR OF VOCATIONAL-TECHNICAL EDUCATION

(Information pertaining to work experience required for the position was not supplied.)

MISSOURI: ASSISTANT COMMISSIONER FOR VOCATIONAL-TECHNICAL EDUCATION (STATE DIRECTOR)

The Director shall have had a least five years of administrative and supervisory experience in vocational-technical education.

WORK EXPERIENCE REQUIREMENTS (continued)

NORTH CAROLINA: STATE DIRECTOR, DIVISION OF OCCUPATIONAL EDUCATION

The Director shall have atleast six years of experience in public education, including a minimum of three years in an administrative capacity. If the Director has an earned Doctor's Degree in education, only four years of progressively responsible experience in public education is required.

SOUTH CAROLINA: DIRECTOR OF VOCATIONAL EDUCATION

The State Director shall have a minimum of five years experience in teaching, supervising or administering a program operated under the State Plan for Vocational Education.

TENNESSEE: ASSISTANT COMMISSIONER OF EDUCATION FOR VOCATIONAL-TECHNICAL EDUCATION (STATE DIRECTOR)

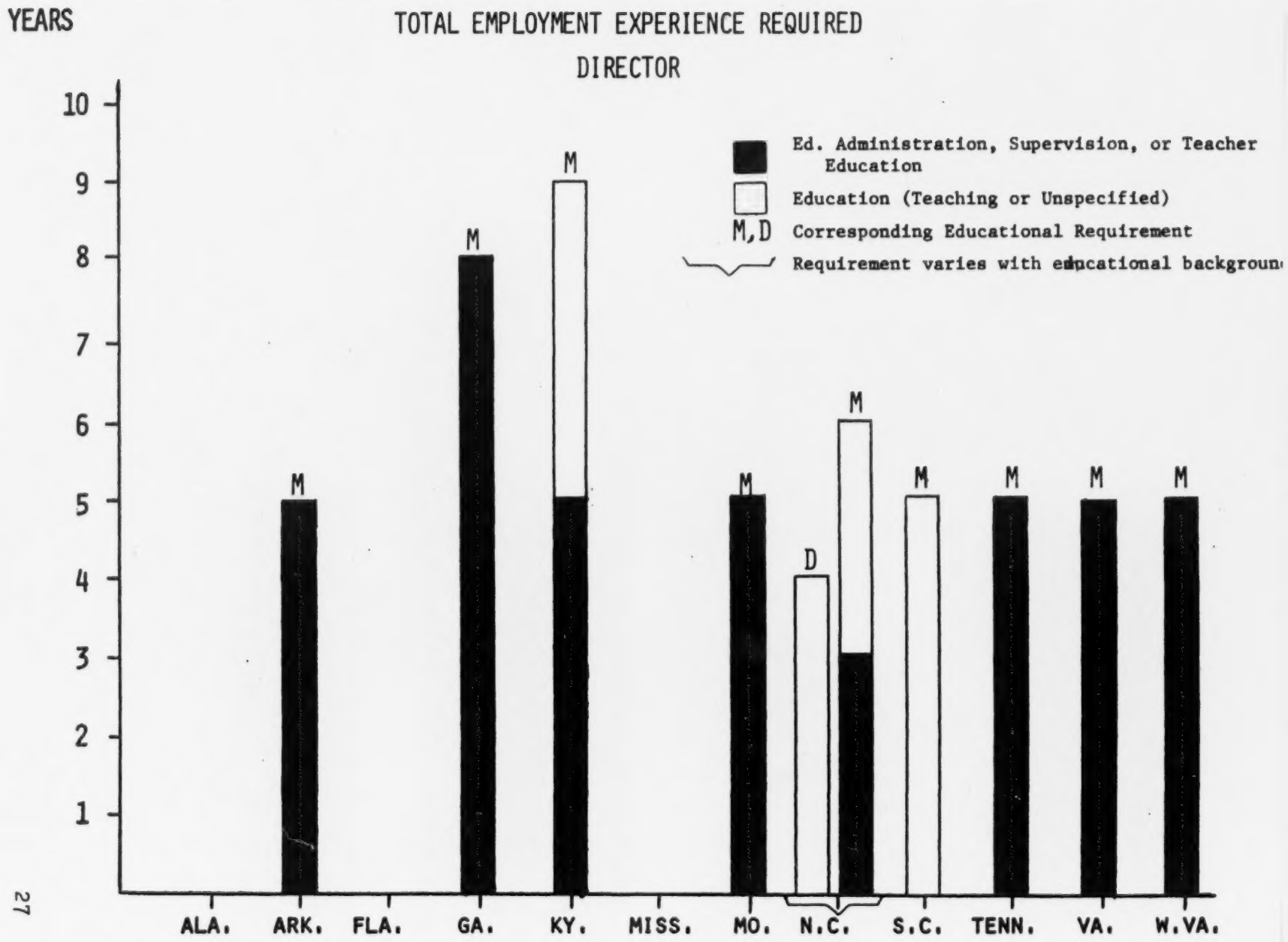
The Assistant Commissioner shall have had a least five years of administrative and supervisory experience in vocational-technical education.

VIRGINIA: DIRECTOR OF VOCATIONAL EDUCATION

The Director shall have had five or more years of administrative, supervisory, and/or teacher education experience in an approved program of vocational education.

WEST VIRGINIA: STATE DIRECTOR OF VOCATIONAL EDUCATION

The Director shall have had a minimum of five years of supervisory, administrative, or teacher education experience in an approved program of vocational education.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
DIRECTOR
10
9
8
7
6
5
4
3
2
1
Ed. Administration, Supervision, or Teacher Education
Education (Teaching or Unspecified)
M,D Corresponding Educational Requirement
Requirement varies with educational backgroun
M
M
M
M
M
M
D
M
M
M
M
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

DIRECTOR

SALARY RANGE

ALABAMA: DIRECTOR OF VOCATIONAL EDUCATION

Salary Schedule effective December 8, 1971.
Salary ranges from $13,923.00 with six steps to $18,018.00.

ARKANSAS: ASSOCIATE DIRECTOR FOR VOCATIONAL, TECHNICAL, AND ADULT EDUCATION

Salary Schedule in effect April 17, 1972.
Salary ranges from $15,084.00 - $21,396.00.

FLORIDA: DIRECTOR OF VOCATIONAL EDUCATION

The pay for the position of Director of Vocational, Technical, and Adult Education Division is recommended by the Commissioner of Education and approved by the State Cabinet.

GEORGIA: STATE DIRECTOR OF VOCATIONAL EDUCATION

Salary Schedule in effect March 8, 1972.
Salary ranges from $16,506.00 with six steps to $21,990.00.

KENTUCKY: ASSISTANT SUPERINTENDENT OF PUBLIC INSTRUCTION FOR VOCATIONAL EDUCATION

Salary Schedule in effect March 6, 1972.
Salary ranges from $16,860.00 - $22,584.00.

MISSISSIPPI: STATE DIRECTOR OF VOCATIONAL-TECHNICAL EDUCATION

Salary Schedule in effect March 7, 1972.
Salary ranges from $14,480.00 - $20,868.00.

MISSOURI: ASSISTANT COMMISSIONER FOR VOCATIONAL-TECHNICAL EDUCATION (STATE DIRECTOR)

Salary Schedule in effect April 19, 1972.
Salary ranges from $21,192.00 annually. (Salary set by the state board of education.)

NORTH CAROLINA: STATE DIRECTOR, DIVISION OF OCCUPATIONAL EDUCATION

Salary to be effective July 1, 1972.
Salary ranges from $19,212.00 through four steps to $24,456.00.

SALARY RANGE (continued)

SOUTH CAROLINA: DIRECTOR OF VOCATIONAL EDUCATION

Salary in effect March 7, 1972.
Salary ranges from $14,750.00 through two steps to $16,265.00.
Merit Maximum is $20,590.00.

TENNESSEE: ASSISTANT COMMISSIONER OF EDUCATION FOR VOCATIONAL-TECHNICAL EDUCATION (STATE DIRECTOR)

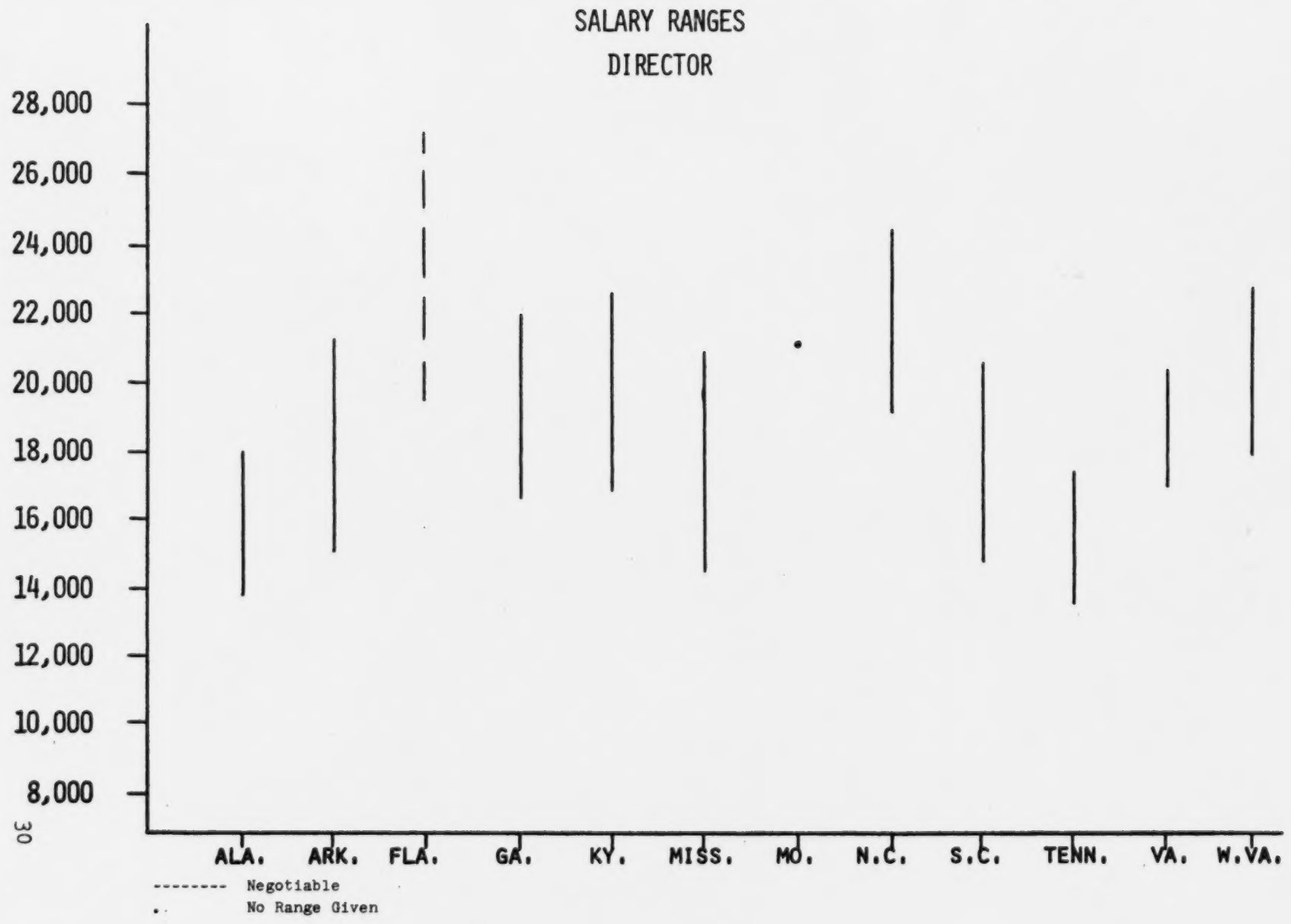
Salary effective July 8, 1971.
Salary ranges from $13,740.00 through four steps to $17,640.00.

VIRGINIA: DIRECTOR OF VOCATIONAL EDUCATION

Salary Schedule effective July 1, 1970.
Salary ranges from $17,150.00 through four steps to $20,500.00.

WEST VIRGINIA: STATE DIRECTOR OF VOCATIONAL EDUCATION

Salary Schedule in effect March 28, 1972.
Salary ranges from $18,000.00 through four steps to $22,980.00.


SALARY RANGES
DIRECTOR
28,000
26,000
24,000
22,000
20,000
18,000
16,000
14,000
12,000
10,000
8,000
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.
-------- Negotiable
. No Range Given

ADMINISTRATION - TOP LEVEL

ASSISTANT DIRECTOR OF VOCATIONAL EDUCATION

Name of State	Title of Position
ALABAMA:	Assistant Director
ARKANSAS:	(no position identified in State Plan)
FLORIDA:	Assistant Division Director
GEORGIA:	Assistant Director of Vocational Education
KENTUCKY:	Deputy Director for Vocational Education
MISSISSIPPI:	Deputy Director - Vocational Technical Education
MISSOURI:	(no position identified in State Plan)
NORTH CAROLINA:	Assistant Director
SOUTH CAROLINA:	Assistant Director
TENNESSEE:	(no position identified in State Plan)
VIRGINIA:	Associate Director of Vocational Education
WEST VIRGINIA:	Assistant State Director

ASSISTANT DIRECTOR

JOB DESCRIPTION

ALABAMA: ASSISTANT DIRECTOR

The Assistant Director is responsible for assisting in planning, developing, coordinating and supervising the state programs of vocational education. Work involves direct responsibility for managing the day-to-day operations of such specialized services as research and planning, program services, special programs and career program development. Supervision is exercised over a staff of professional, technical and clerical employees engaged in specialized vocational education work.

ARKANSAS: (No position is identified in the State Plan.)

FLORIDA: ASSISTANT DIVISION DIRECTOR

The Assistant Director is responsible for administering the policies and programs within the division of Vocational, Technical and Adult Education.

GEORGIA: ASSISTANT DIRECTOR OF VOCATIONAL EDUCATION

The Assistant Director provides state level coordination, administration, and direction of the area vocational-technical school program, two state technical schools, and other special adult programs such as manpower development and training.

KENTUCKY: (no information supplied for job description)

MISSISSIPPI: (no information supplied for job description)

MISSOURI: (no position identified in State Plan)

NORTH CAROLINA: ASSISTANT DIRECTOR

The Assistant Director is responsible for the administration and coordination of the overall vocational program in the state.

SOUTH CAROLINA: ASSISTANT DIRECTOR

The Assistant Director assists in the planning, administration, coordination, supervision, and promotion of all phases of the vocational education program in the state.

TENNESSEE: (no position identified in State Plan)

JOB DESCRIPTION (continued)

VIRGINIA: ASSOCIATION DIRECTOR OF VOCATIONAL EDUCATION

The Associate Director assists the State Director in the performance of his duties and perform such other duties as are assigned to him by the State Director.

WEST VIRGINIA: ASSISTANT STATE DIRECTOR

The Assistant State Director performs those duties assigned by the State Director related to program promotion and supervision, program administration, and ancillary services.

ASSISTANT DIRECTOR

EDUCATIONAL REQUIREMENTS

ALABAMA: ASSISTANT DIRECTOR

The Assistant Director shall have any combination of training and experience equivalent to a Master's Degree in school administration with major courses in vocational education or guidance.

ARKANSAS: (no position identified in State Plan)

FLORIDA: ASSISTANT DIVISION DIRECTOR

The Assistant Director shall have a minimum of a Doctor's Degree in education or educational administration and three years of experience in teaching or administration of educational programs; or a Master's Degree and five years of progressively responsible experience in teaching or educational administration.

GEORGIA: ASSISTANT DIRECTOR OF VOCATIONAL EDUCATION

The Assistant Director shall have a Master's Degree from a college or university in a field closely related to the areas to which he is assigned.

KENTUCKY: DEPUTY DIRECTOR FOR VOCATIONAL EDUCATION

The Deputy Director shall have a Master's Degree which includes appropriate courses in administration and supervision. He shall hold the Kentucky education certificate designated for this position.

MISSISSIPPI: (No information supplied for educational requirements)

MISSOURI: (No position identified in State Plan)

NORTH CAROLINA: ASSISTANT DIRECTOR

The minimum requirements of the Assistant Director shall be a Master's Degree in the special field to which he is assigned or general education and five years of progressively responsible experience in a supervisory capacity; or an equivalent combination of training and experience.

SOUTH CAROLINA: ASSISTANT DIRECTOR

THe minimum requirements include a Master's Degree from a recognized college or university. He shall be qualified for a teacher's certificate in one or more vocational education areas.

TENNESSEE: (no position identified in State Plan)

EDUCATION REQUIREMENTS (continued)

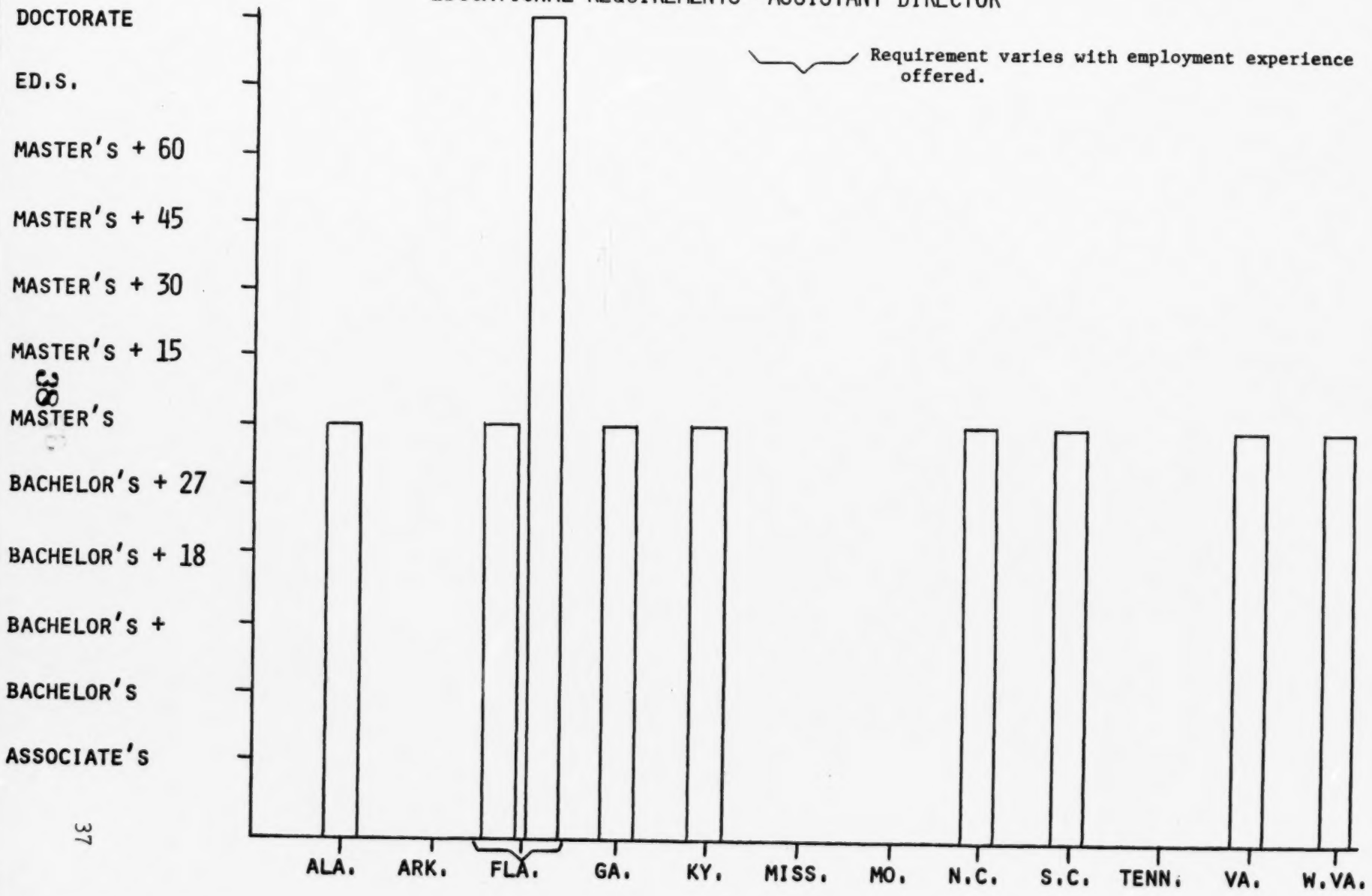
VIRGINIA: ASSOCIATE DIRECTOR OF VOCATIONAL EDUCATION

The Associate Director shall hold a Master's Degree from an accredited institution with a major in education or a major in one vocational field.

WEST VIRGINIA: ASSISTANT STATE DIRECTOR

The Assistant Director shall have graduated from a college or university of recognized standing with a Master's Degree in one of the fields of vocational education specialization.

EDUCATIONAL REQUIREMENTS--ASSISTANT DIRECTOR



ASSISTANT DIRECTOR

EXPERIENCE REQUIREMENTS

ALABAMA: ASSISTANT DIRECTOR

The Assistant Director shall have considerable experience in vocational teaching and supervision of vocational instruction with increasing responsibility for program direction, supervision, and planning.

ARKANSAS: (no position identified in State Plan)

FLORIDA: (see Educational Requirements)

GEORGIA: ASSISTANT DIRECTOR OF VOCATIONAL EDUCATION

The Assistant Director shall have four years of full-time paid employment in a professional education capacity, one of which should have been in a responsible supervisory or consultative capacity.

KENTUCKY: DEPUTY DIRECTOR FOR VOCATIONAL EDUCATION

The Deputy Director shall have six years of administrative or supervisory experience, three of which shall be working with vocational education programs.

MISSISSIPPI: (no information supplied for experience requirements)

MISSOURI: (no position identified in State Plan)

NORTH CAROLINA: (see Educational Requirements)

SOUTH CAROLINA: ASSISTANT DIRECTOR

The Assistant Director shall have a minimum of five or more years experience in teaching, supervising, or administering a program operated under the State Plan for vocational education.

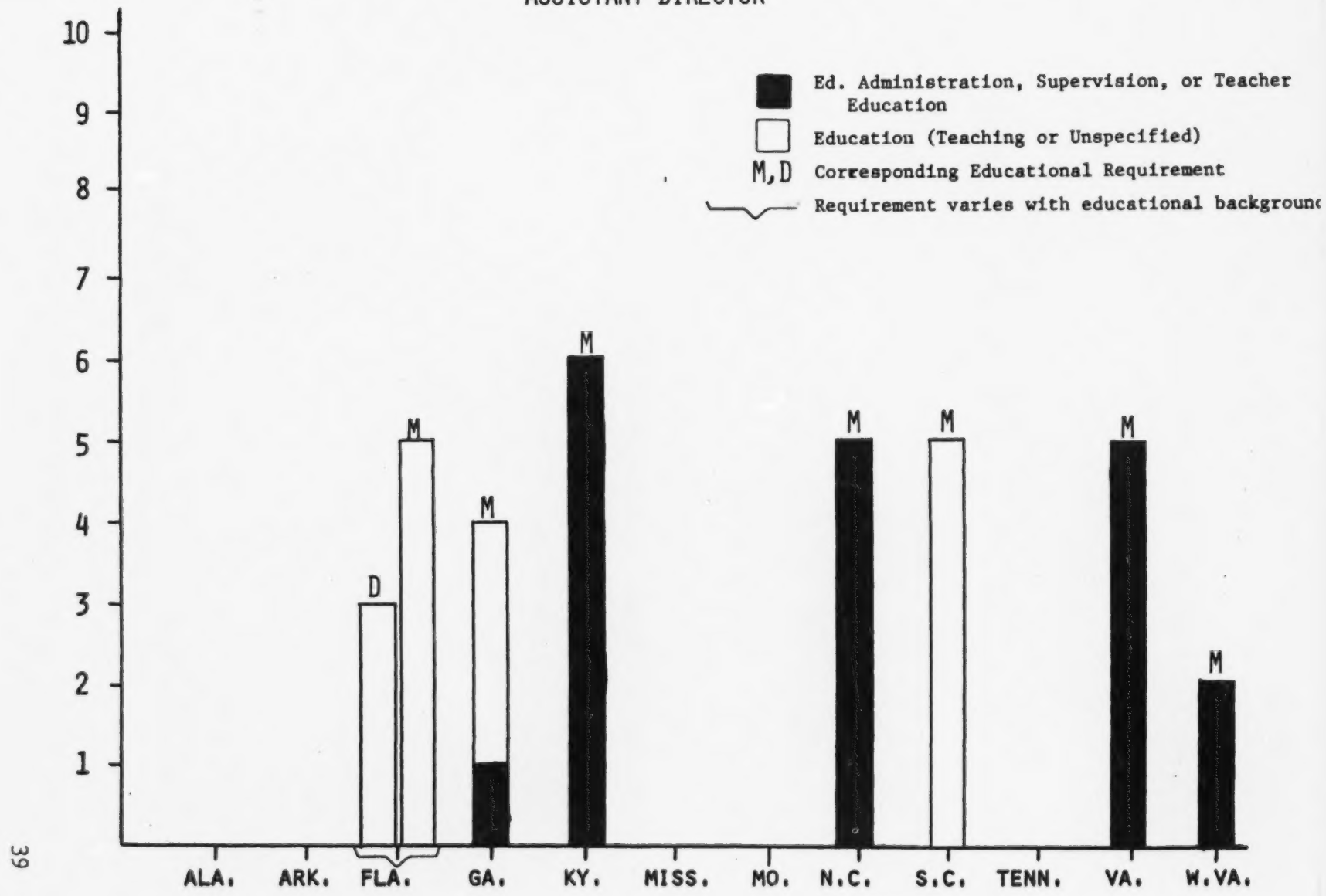
TENNESSEE: (no position identified in State Plan)

VIRGINIA: ASSOCIATE DIRECTOR OF VOCATIONAL EDUCATION

The Associate Director shall have had five or more years of administrative, supervisory, and/or teacher education experience in an approved program of vocational education.

WEST VIRGINIA: ASSISTANT STATE DIRECTOR

The Assistant State Director shall have had a minimum of two years of supervisory, administrative, or teacher education experience in an approved program of vocational education.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
ASSISTANT DIRECTOR
10
9
8
7
6
5
4
3
2
1
Ed. Administration, Supervision, or Teacher Education
Education (Teaching or Unspecified)
M,D Corresponding Educational Requirement
Requirement varies with educational backgroun
M
M
M
D
M
M
M
M
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

ASSISTANT DIRECTOR

SALARY RANGES

ALABAMA: ASSISTANT DIRECTOR

The annual salary in effect December 8, 1971, begins at $12,766.00 with five steps to $16,523.00.

ARKANSAS: (no position identified in State Plan)

FLORIDA: ASSISTANT DIVISION DIRECTOR

The salary schedule is effective January 1, 1972. Normal range begins at $18,144 to $23,544 and premium range begins at $23,556 to $25,344.

GEORGIA: ASSISTANT DIRECTOR OF VOCATIONAL EDUCATION

The pay schedule was effective July 1, 1970. The annual salary begins at $15,006.00 with five steps to $19,974.00.

KENTUCKY: DEPUTY DIRECTOR FOR VOCATIONAL EDUCATION

The annual salary for Deputy Directory ranges from $13,860.00 to $18,996.00.

MISSISSIPPI: DEPUTY DIRECTOR - VOCATIONAL TECHNICAL EDUCATION

The annual salary for Deputy Director ranges from $14,480.00 to $20,868.00.

MISSOURI: (no position identified in State Plan)

NORTH CAROLINA: ASSISTANT DIRECTOR

The Assistant Director's annual salary begins at $15,096.00 with four steps to $19,212.00. (Educational Consultant III)

SOUTH CAROLINA: ASSISTANT DIRECTOR

The annual salary ranges from $11,825.00 to $13,690.00 with two steps in between in effect March 7, 1972. Maximum merit range to $16,175.00.

TENNESSEE: (no position identified in State Plan)

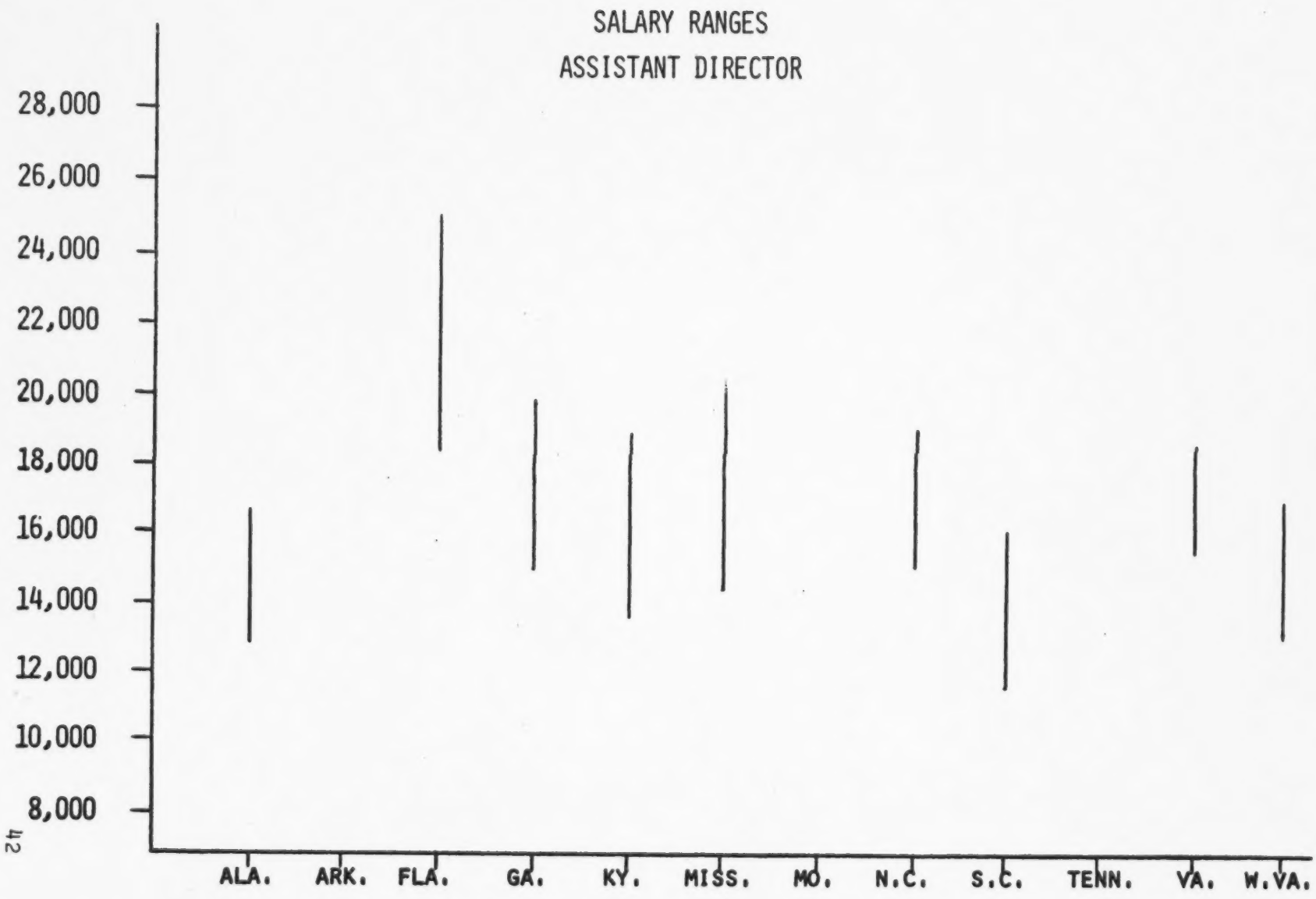
VIRGINIA: ASSOCIATE DIRECTOR OF VOCATIONAL EDUCATION

The salary schedule was effective July 1, 1970. The salary range is $15,675.00 through three steps to $18,700.00.

SALARY RANGES (continued)

WEST VIRGINIA: ASSISTANT STATE DIRECTOR

The salary schedule was in effect March 28, 1972. The salary range is $13,440.00 through four steps to $17,160.00 annually.


SALARY RANGES
ASSISTANT DIRECTOR
28,000
26,000
24,000
22,000
20,000
18,000
16,000
14,000
12,000
10,000
8,000
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

INTRODUCTION TO ADMINISTRATION - MIDDLE LEVEL

The middle-level management of the State Division of Vocational-Technical Education in the southeastern United States is indeed complicated by a host of titles with varying responsibilities. For the purposes of this project, a decision was made to group together kinds of tasks of administrative personnel that are one level below the top management. The people who service these tasks are the Chief Supervisors, Directors and others who are directly responsible for personnel and activities. Innovations and evaluations of statewide aspects of the State's Vocational Education Program are also responsibilities of this level. These men and women for the most part are located in the State's central office and report directly to the Assistant Director or Director of the Vocational Education Programs. The positions are professional and require a high level of educational background. The required work experiences and, usually, teaching experience in the vocational areas are extensive.

Job descriptions of some titles were difficult to group due to vagueness in description or misleading organizational charts supplied by some of the states. Three charts are included in each general classification of the task organization; these provide a quick comparison of educational

requirements, work experience requirements, and salary ranges of administrative personnel assigned to any given set of tasks. The possibility of minor error is present due to misinterpretation or deficiencies in the original information received from the various states.

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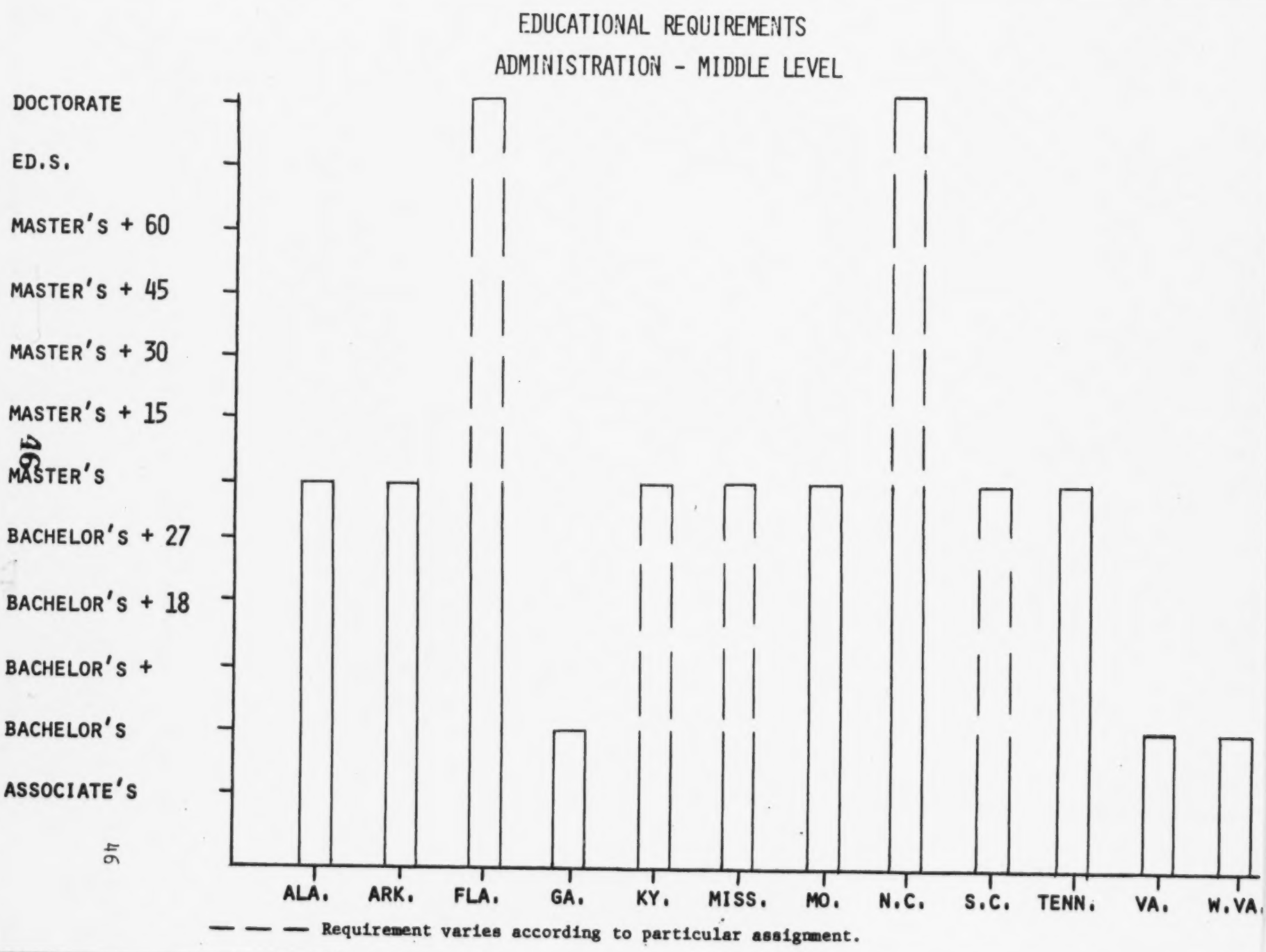
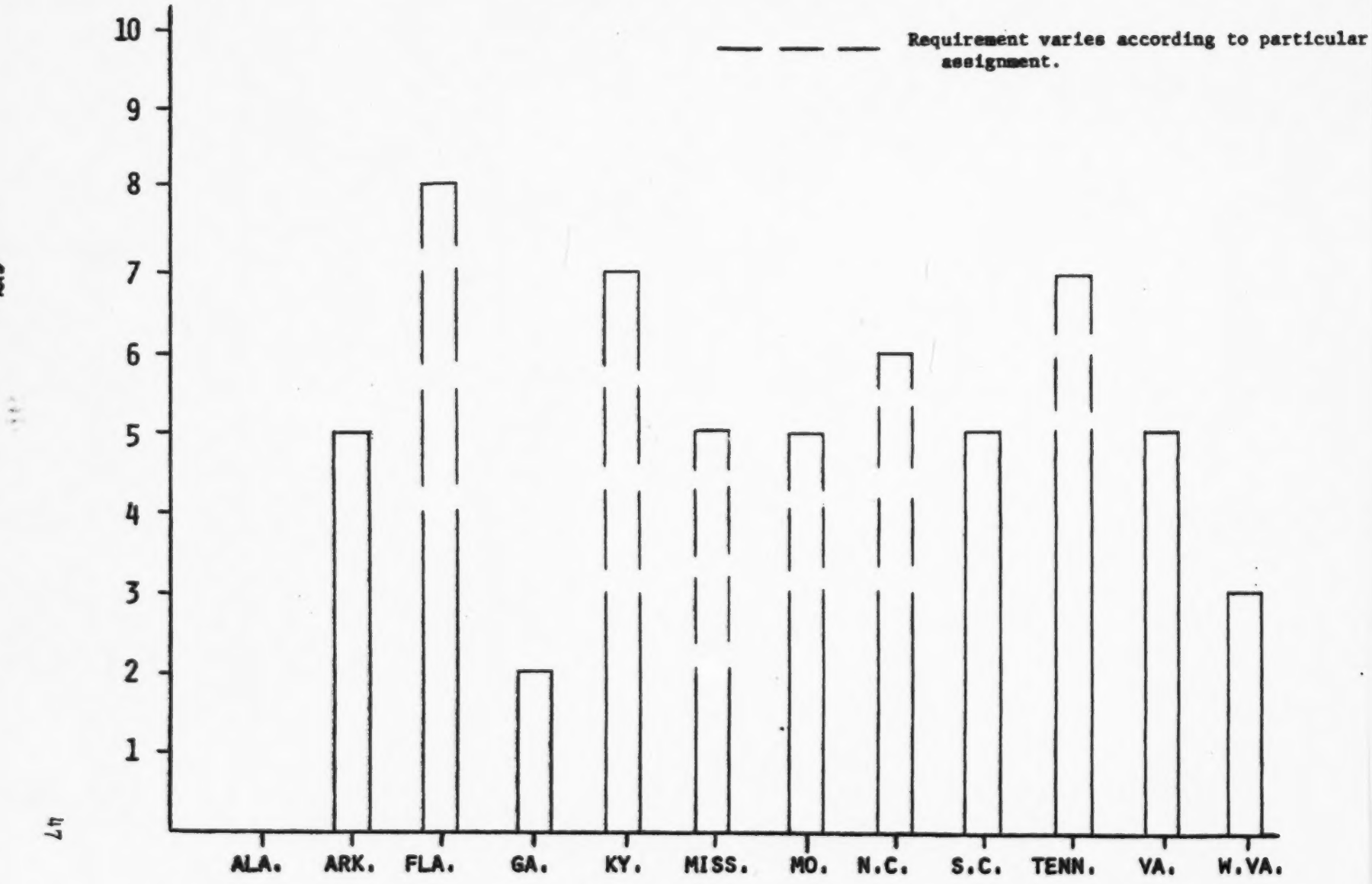

EDUCATIONAL REQUIREMENTS
ADMINISTRATION - MIDDLE LEVEL
DOCTORATE
ED.S.
MASTER'S + 60
MASTER'S + 45
MASTER'S + 30
MASTER'S + 15
MASTER'S
BACHELOR'S + 27
BACHELOR'S + 18
BACHELOR'S +
BACHELOR'S
ASSOCIATE'S
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.
— — — Requirement varies according to particular assignment.

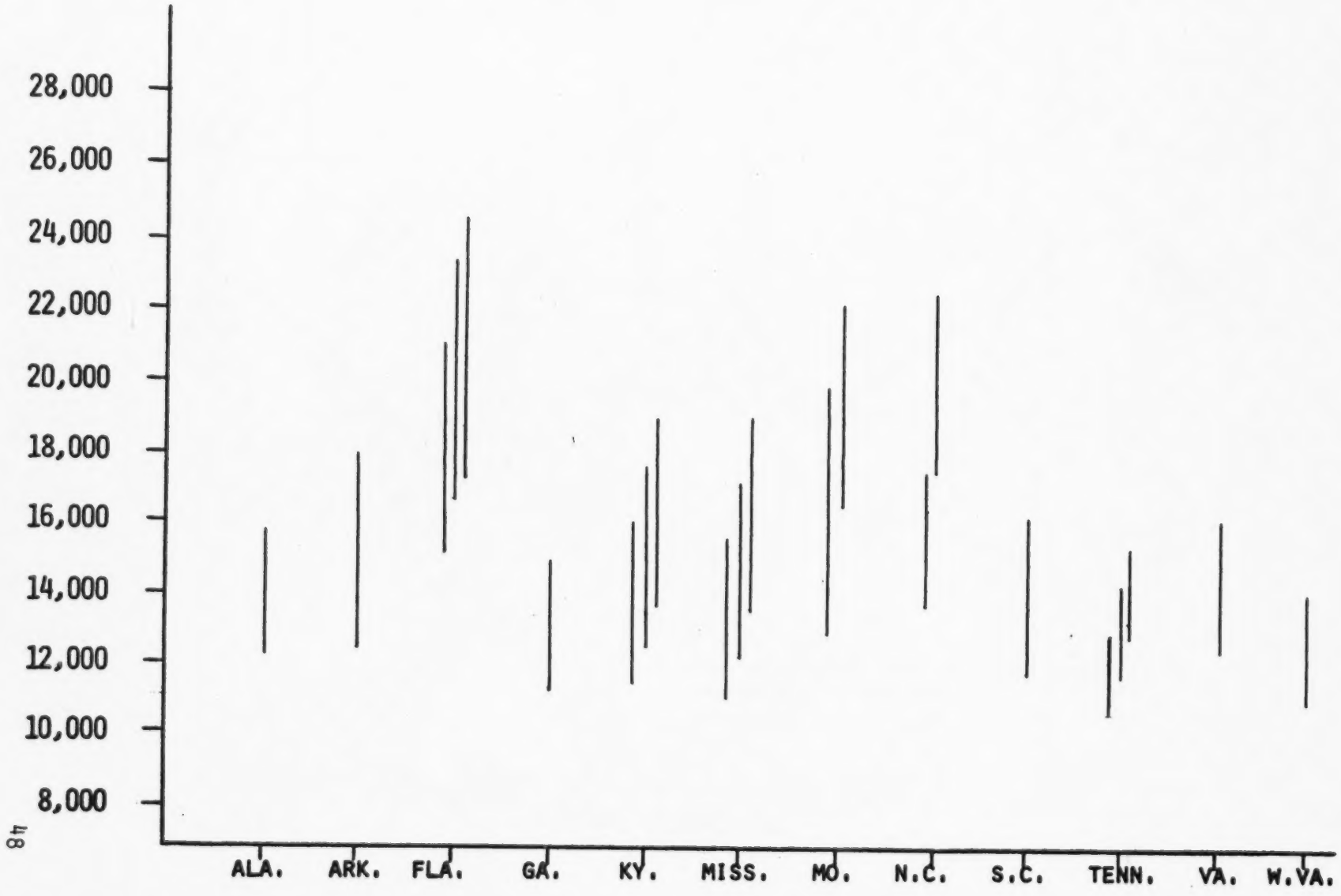
TOTAL EMPLOYMENT EXPERIENCE REQUIRED

ADMINISTRATION - MIDDLE LEVEL



SALARY RANGES

ADMINISTRATION - MIDDLE LEVEL



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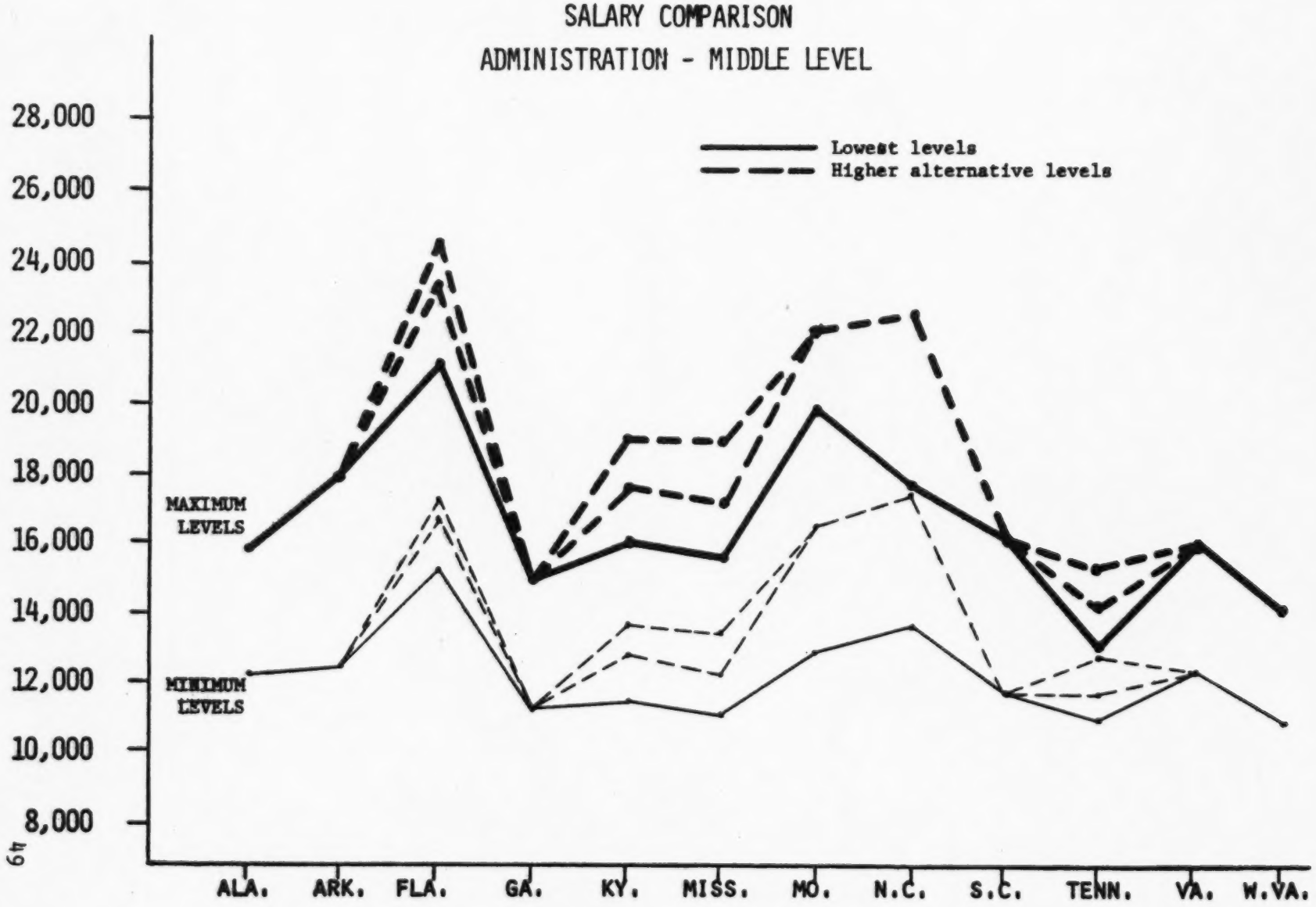

SALARY COMPARISON
ADMINISTRATION - MIDDLE LEVEL
Lowest levels
Higher alternative levels
28,000
26,000
24,000
22,000
20,000
18,000
16,000
14,000
12,000
10,000
8,000
MAXIMUM LEVELS
MINIMUM LEVELS
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

ADMINISTRATION - MIDDLE LEVEL

SALARY RANGES

In the area of middle level management, the maximum starting salary is $17,436 offered by North Carolina and Florida. The State of Tennessee offers a maximum starting salary of $12,720.

The highest attainable salary is found in Florida at $24,588. In Tennessee the maximum possible salary at this level is $15,360.

The minimum starting salary is in West Virginia at $10,980. Tennessee has a minimum starting salary of $10,320.

INDIVIDUAL STATES

Name	Salary Range		
	Minimum	Mean	Maximum
Alabama	$12,246	$14,040	$15,834
Arkansas	12,696	15,348	18,000
Florida (three entry levels)	15,360 16,728 17,436	19,974	21,672 23,592 24,588
Georgia	11,298	13,152	15,006
Kentucky (three entry levels)	11,412 12,576 13,860	15,204	16,056 17,700 18,996
Mississippi (three entry levels)	11,064 12,192 13,440	14,994	15,564 17,160 18,924
Missouri (two entry levels)	12,936 16,488	17,564	19,992 22,192
North Carolina (two entry levels)	13,716 17,436	17,958	17,436 22,200
South Carolina	11,825	14,000	16,175
Tennessee (three entry levels)	10,320 11,760 12,720	12,906	12,720 14,280 15,360
Virginia	12,500	14,350	16,200
West Virginia	10,980	12,540	14,100

MIDDLE LEVEL MANAGEMENT

PROGRAM PLANNING AND CURRICULUM DEVELOPMENT

State	Title of Position
ALABAMA:	Supervisor III - Curriculum Development
ARKANSAS:	Coordinator of Program Planning, Evaluation and Exemplary Programs
FLORIDA:	Program Director II and I, Administrator of Planning
MISSISSIPPI:	Assistant Director - Vocational Education Planning and Evaluation
SOUTH CAROLINA:	Chief Supervisor of Program Planning and Development
TENNESSEE:	Coordinator of Program Planning and Development Section
WEST VIRGINIA:	Program Specialist - Planning and Development

PROGRAM PLANNING AND CURRICULUM DEVELOPMENT

JOB DESCRIPTION

ALABAMA: SUPERVISOR III, CURRICULUM DEVELOPMENT

The Supervisor III is responsible for directing a statewide program in one of the specialized subject matter fields of vocational education. He is responsible for planning, directing, and coordinating the advisory, supervisory and consultative services rendered to local boards of education, schools and teacher-training institutions.

ARKANSAS: COORDINATOR OF PROGRAM PLANNING, EVALUATION AND EXEMPLARY PROGRAMS

(Information pertaining to job description was not supplied.)

FLORIDA: PROGRAM DIRECTOR II AND I, ADMINISTRATOR OF PLANNING

The Program Director II and I is responsible for planning, organizing and directing several major programs or large and complex sections within a division. This person is responsible for developing, implementing, and/or administering several statewide education programs or supervising and coordinating all aspects of several large and complex sections.

MISSISSIPPI: ASSISTANT DIRECTOR - VOCATIONAL EDUCATION PLANNING AND EVALUATION

(Information pertaining to job description was not supplied.)

SOUTH CAROLINA: CHIEF SUPERVISOR OF PROGRAM PLANNING AND DEVELOPMENT

The Chief Supervisor is responsible for coordinating several functions such as developing annual and projected program activities in the various service areas of vocational education.

TENNESSEE: COORDINATOR, PROGRAM PLANNING AND DEVELOPMENT

The Coordinator is responsible for reporting to the Assistant Commissioner for Vocational-Technical Education and directing program, activities and services (including personnel) in the function of supervision as identified by the (State's) Table of Organization.

JOB DESCRIPTION (continued)

WEST VIRGINIA: STATE PROGRAM SPECIALIST, PLANNING AND DEVELOPMENT

The State Program Specialist is responsible for providing such specialized assistance in supervision, instruction, promotion and ancillary services as is assigned by the State Director of Vocational Education.

PROGRAM PLANNING AND CURRICULUM DEVELOPMENT

EDUCATIONAL REQUIREMENTS

ALABAMA: SUPERVISOR III - CURRICULUM DEVELOPMENT

The Supervisor III requires a minimum of a Master's Degree in vocational education with major course work in the specialized field of activity which he is assigned.

ARKANSAS: COORDINATOR OF PROGRAM PLANNING AND EVALUATION

Each coordinator shall have a minimum of a Master's Degree in vocational education.

FLORIDA: PROGRAM DIRECTOR II AND I, ADMINISTRATOR OF PLANNING

Program Director II: Program Director II requires a Master's Degree with eight years administrative experience or a Doctor's Degree in education with six years of administrative experience.

Program Director I: Program Director I requires a Master's Degree in education and seven years experience in educational administration or a Doctor's Degree in education and five years experience in educational administration.

MISSISSIPPI: ASSISTANT DIRECTOR - VOCATIONAL EDUCATION PLANNING AND EVALUATION

The Assistant Director shall have a Master's Degree with a major in one of the fields of vocational education from an approved college or university.

SOUTH CAROLINA: CHIEF SUPERVISOR OF PROGRAM PLANNING AND DEVELOPMENT

The Chief Supervisor of Program Planning and Development shall meet the same qualifications as those for state vocational consultants. This person shall hold a Bachelor's Degree from an approved teacher-training institution and shall be qualified for a teacher's certificate in the area of vocational education and also shall have a Master's Degree in one vocational education or administration area.

TENNESSEE: COORDINATOR OF PROGRAM PLANNING AND DEVELOPMENT

The Coordinator shall have a minimum of a Master's Degree with specialization in vocational education administration and supervision from an accredited college or university.

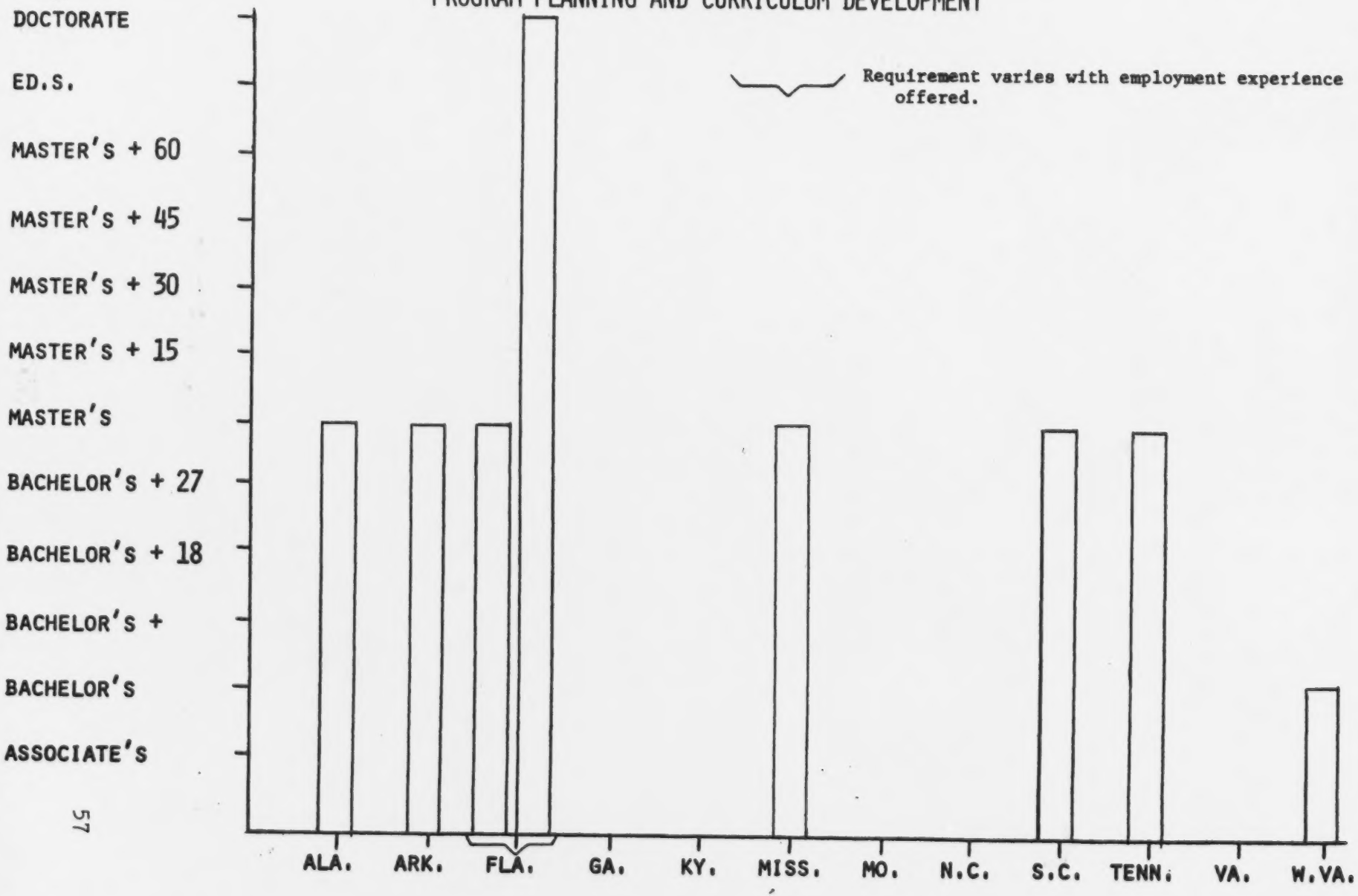
EDUCATIONAL REQUIREMENTS (Continued)

WEST VIRGINIA: PROGRAM SPECIALIST - PLANNING AND DEVELOPMENT

The Program Specialist requires a Bachelor's Degree with a major in one of the fields of vocational education. This requirements will be waived for persons in vocational, industrial, health occupations, public service, or retraining.

EDUCATIONAL REQUIREMENTS

PROGRAM PLANNING AND CURRICULUM DEVELOPMENT



PROGRAM PLANNING AND CURRICULUM DEVELOPMENT

WORK EXPERIENCE REQUIREMENTS

ALABAMA: SUPERVISOR III, CURRICULUM DEVELOPMENT

Desirable work requirements for the Supervisor III is vocational teaching and increasingly responsible experience in supervision of vocational instruction or program direction, also supervision and planning in the specified field of assignment.

ARKANSAS: COORDINATOR OF PROGRAM PLANNING AND EVALUATION

Each coordinator shall have a minimum of five years experience as a teacher, coordinator, local supervisor or local director in a vocational field, or member of the state's educational staff.

FLORIDA: PROGRAM DIRECTOR II AND I, ADMINISTRATOR OF PLANNING

Program Director II shall have eight years of progressively responsible experience in educational administration.

Program Director I shall have seven years of progressively responsible experience in educational administration.

MISSISSIPPI: ASSISTANT DIRECTOR - VOCATIONAL EDUCATION, PLANNING AND EVALUATION

The Assistant Director shall have two years of successful teaching experience in one of the fields of service in vocational education. He must have not less than three years of full-time administrative, supervisory, or teaching experience above the local level.

SOUTH CAROLINA: CHIEF SUPERVISOR OF PROGRAM PLANNING AND DEVELOPMENT

The qualifications for Chief Supervisor shall be the same as for vocational education consultants. The consultant shall have a minimum of three years teaching experience and two years occupational experience in one or more of the fields supervised.

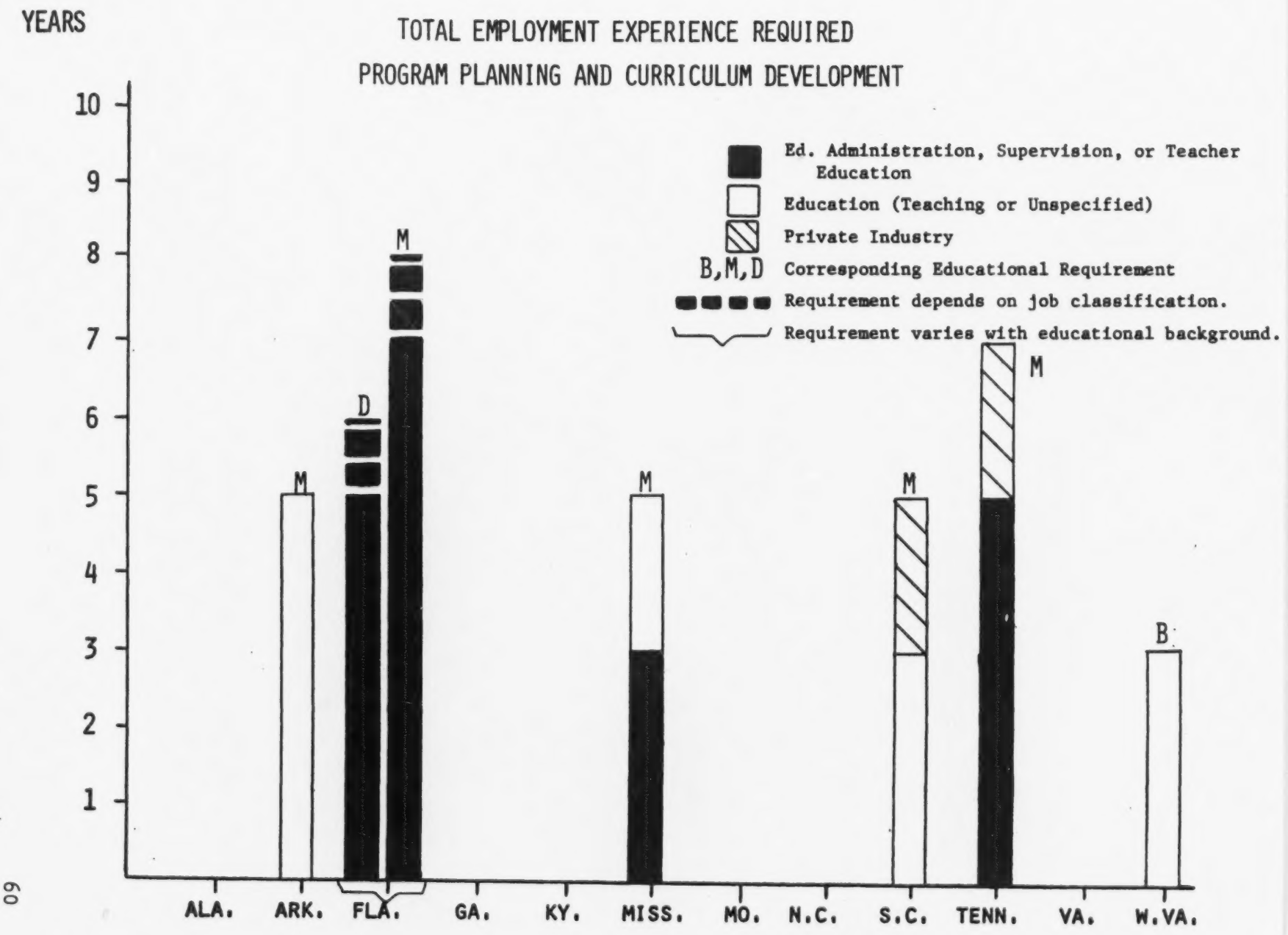
TENNESSEE: COORDINATOR OF PROGRAM PLANNING AND DEVELOPMENT

The Coordinator shall have at least five years administrative and supervisory experience in vocational education. In addition, he shall have appropriate occupational employment experience required of vocational-technical education teachers.

WORK EXPERIENCE REQUIREMENTS (Continued)

WEST VIRGINIA: STATE PROGRAM SPECIALIST - PLANNING AND DEVELOPMENT

This person shall have a minimum of three years experience as a teacher in an approved vocational, technical or occupational education program.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
PROGRAM PLANNING AND CURRICULUM DEVELOPMENT
10
9
8
7
6
5
4
3
2
1
Ed. Administration, Supervision, or Teacher Education
Education (Teaching or Unspecified)
Private Industry
B,M,D Corresponding Educational Requirement
Requirement depends on job classification.
Requirement varies with educational background.
M
D
M
M
M
M
B
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

PROGRAM PLANNING AND CURRICULUM DEVELOPMENT

SALARY RANGE

ALABAMA: SUPERVISOR III - CURRICULUM DEVELOPMENT

The salary schedule is effective December 8, 1971
The annual range is $12,246 to $15,834.

ARKANSAS: COORDINATOR OF PROGRAM PLANNING AND EVALUATION

The salary schedule was in effect April 17, 1972. The annual range is $12,696 to $18,000.

FLORIDA: PROGRAM DIRECTOR II AND I, ADMINISTRATOR OF PLANNING

The salary schedule is effective January 1, 1972.
Program Director II
The normal range is $16,728 to $21,876.
The premium range is $21,888 to $23,592.

Program Director I
The normal range is $15,360 to $20,100.
The premium range is $20,112 to $21,672.

MISSISSIPPI: ASSISTANT DIRECTOR - VOCATIONAL EDUCATION PLANNING AND EVALUATION

The salary schedule was in effect March 7, 1972. The annual range is $13,440 to $18,924.

SOUTH CAROLINA: CHIEF SUPERVISOR OF PROGRAM PLANNING AND DEVELOPMENT

The schedule was in effect March 7, 1972. The annual range is $11,825 with three steps to $13,690. The merit range maximum is $16,175.

TENNESSEE: COORDINATOR OF PROGRAM PLANNING AND DEVELOPMENT

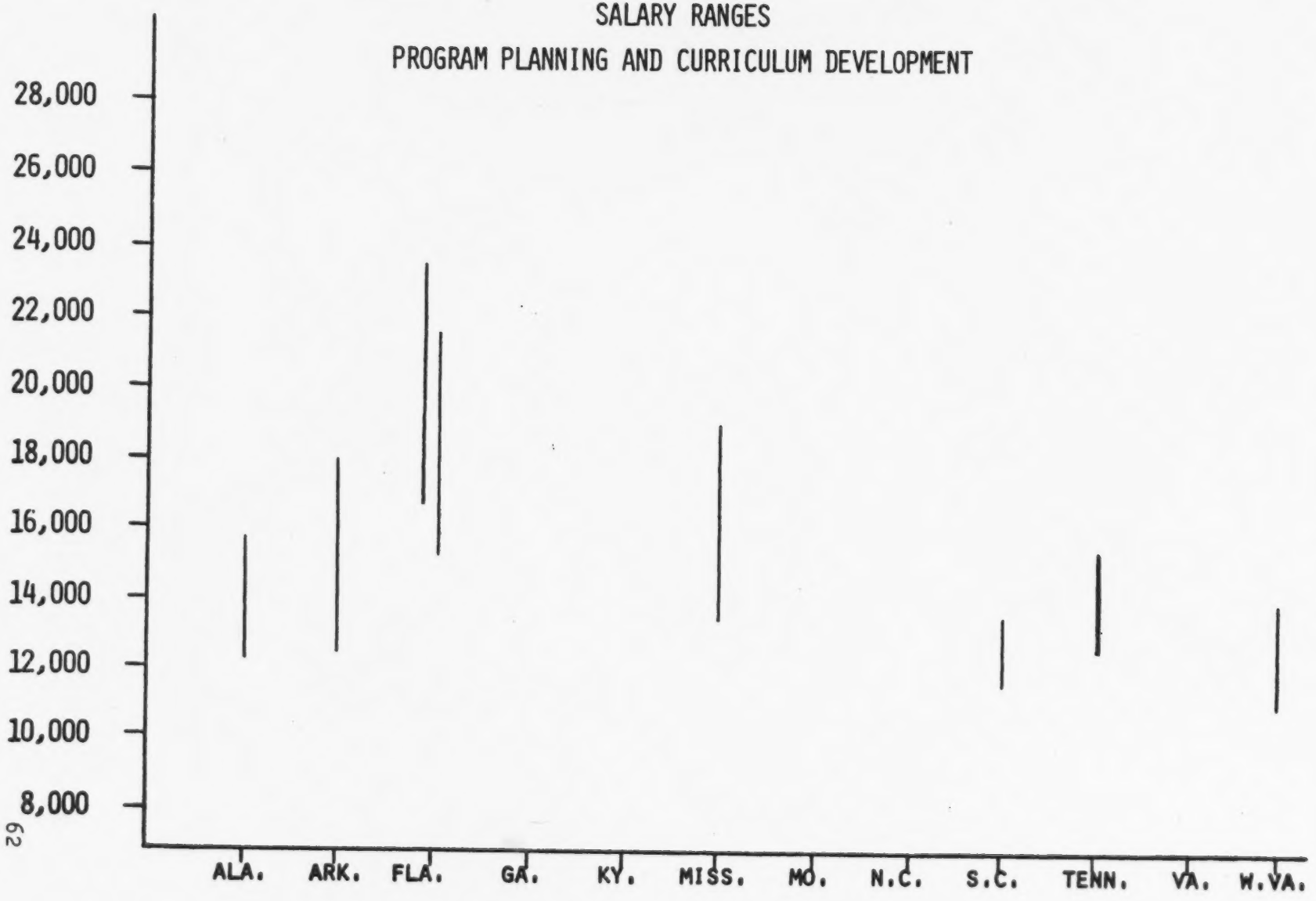
The salary schedule was effective July 8, 1971. The annual range is $12,920 with four steps to $15,360.

WEST VIRGINIA: PROGRAM SPECIALIST - PLANNING AND DEVELOPMENT

The salary schedule was in effect March 28, 1972. The annual range is $10,980 with five steps to $14,100.

SALARY RANGES

PROGRAM PLANNING AND CURRICULUM DEVELOPMENT



ADMINISTRATION - MIDDLE LEVEL

INSTRUCTIONAL PROGRAMS

State	Title of Position
ARKANSAS:	Coordinator of Instructional Programs
FLORIDA:	Administrator of Programs
KENTUCKY:	Director of Vocational Programs of Instruction
MISSISSIPPI:	Assistant Director of Secondary Vocational Education Occupations
	Assistant Director of Post Secondary Vocational Education Occupations
MISSOURI:	Coordinator of Career Education
	Coordinator of Adult Education

INSTRUCTIONAL PROGRAMS

JOB DESCRIPTION

ARKANSAS: COORDINATOR OF INSTRUCTIONAL PROGRAMS

(Information pertaining to job description was not supplied.)

FLORIDA: ADMINISTRATOR OF PROGRAMS

An employee in a position allocated to this class is responsible for developing, implementing, and administering a major statewide educational program.

KENTUCKY: DIRECTOR OF VOCATIONAL PROGRAMS OF INSTRUCTION

(The job description was detailed for a class title dated 1967 and is therefore omitted.)

MISSISSIPPI: ASSISTANT DIRECTOR OF SECONDARY VOCATIONAL EDUCATION OCCUPATIONS

(Information pertaining to job description was not supplied.)

ASSISTANT DIRECTOR OF POST SECONDARY VOCATIONAL EDUCATION OCCUPATIONS

(Information pertaining to job description was not supplied.)

MISSOURI: COORDINATOR OF CAREER EDUCATION

The State Coordinator shall be responsible for such administrative duties as indicated by the Table of Organization and such other duties as may be assigned. The Coordinator shall provide leadership for all activities of those persons assigned to him and coordinate special services assigned.

COORDINATOR OF ADULT EDUCATION

The position of State Coordinator for Adult Education has the same basic requirements as the Coordinator of Career Education.

INSTRUCTIONAL PROGRAMS

EDUCATIONAL REQUIREMENTS

ARKANSAS: COORDINATOR OF INSTRUCTIONAL PROGRAMS

The Coordinator shall have a Master's Degree in vocational education.

FLORIDA: ADMINISTRATOR OF PROGRAMS

A Master's Degree in education or educational administration is required. A Doctor's Degree, if presented, would reduce the work experience requirement by two years.

KENTUCKY: DIRECTOR OF VOCATIONAL PROGRAMS OF INSTRUCTION

The Director shall be a graduate from a recognized college or university with a Master's Degree and professional preparation in an approved curriculum of vocational education. He shall hold the Kentucky education certificate designated for this position.

MISSISSIPPI: ASSISTANT DIRECTOR OF SECONDARY VOCATIONAL EDUCATION OCCUPATIONS

The Assistant Director must have a Master's Degree with a major in one of the fields of vocational education from an approved institution.

ASSISTANT DIRECTOR OF POST SECONDARY VOCATIONAL EDUCATION OCCUPATIONS

The basic educational requirement is identical to the position of Assistant Director of Secondary Vocational Education Occupations.

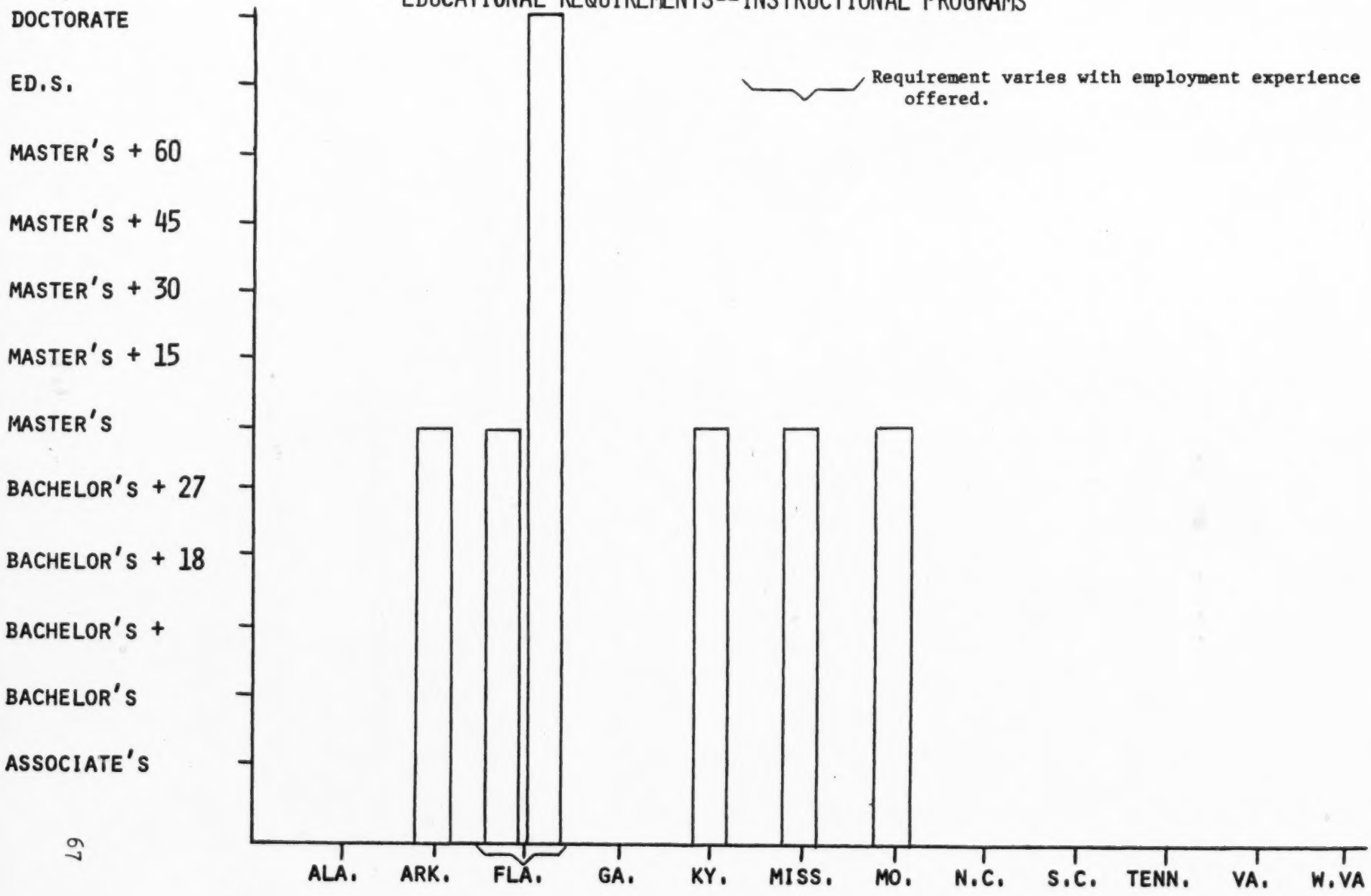
MISSOURI: COORDINATOR OF CAREER EDUCATION

The State Coordinator shall have a minimum of a Master's Degree from an accredited college or university with specialization in vocational education administration and supervision.

COORDINATOR OF ADULT EDUCATION

The educational requirements are the same as the Career Education Coordinator.

EDUCATIONAL REQUIREMENTS--INSTRUCTIONAL PROGRAMS



INSTRUCTIONAL PROGRAMS

WORK EXPERIENCE REQUIREMENTS

ARKANSAS: COORDINATOR OF INSTRUCTIONAL PROGRAMS

The Coordinator shall have a minimum of five years experience as a vocational teacher, vocational coordinator, local supervisor or local director in a vocational field, teacher educator in a vocational field or a member of the state vocational education staff.

FLORIDA: ADMINISTRATOR OF PROGRAMS

The Administrator shall have seven years of progressively responsible experience in education administration or, if a Doctor's Degree is presented, the work period is reduced to four years.

KENTUCKY: DIRECTOR OF VOCATIONAL PROGRAMS OF INSTRUCTION

The Director shall have four years of progressively responsible experience working in a specific field of vocational education, two years of which must have been in a supervisory capacity and two years of which must have been as a teacher or guidance counselor in a vocational education program.

MISSISSIPPI: ASSISTANT DIRECTOR OF SECONDARY VOCATIONAL EDUCATION OCCUPATIONS

The Assistant Director shall have two years successful teaching experience in one of the fields of service of vocational education. He must have not less than three years of full-time administrative, supervisory, or teacher training experience above the local level.

ASSISTANT DIRECTOR OF POST SECONDARY VOCATIONAL EDUCATION OCCUPATIONS

The requirements for this position are identical to those for the Assistant Director of Secondary Vocational Education Occupations.

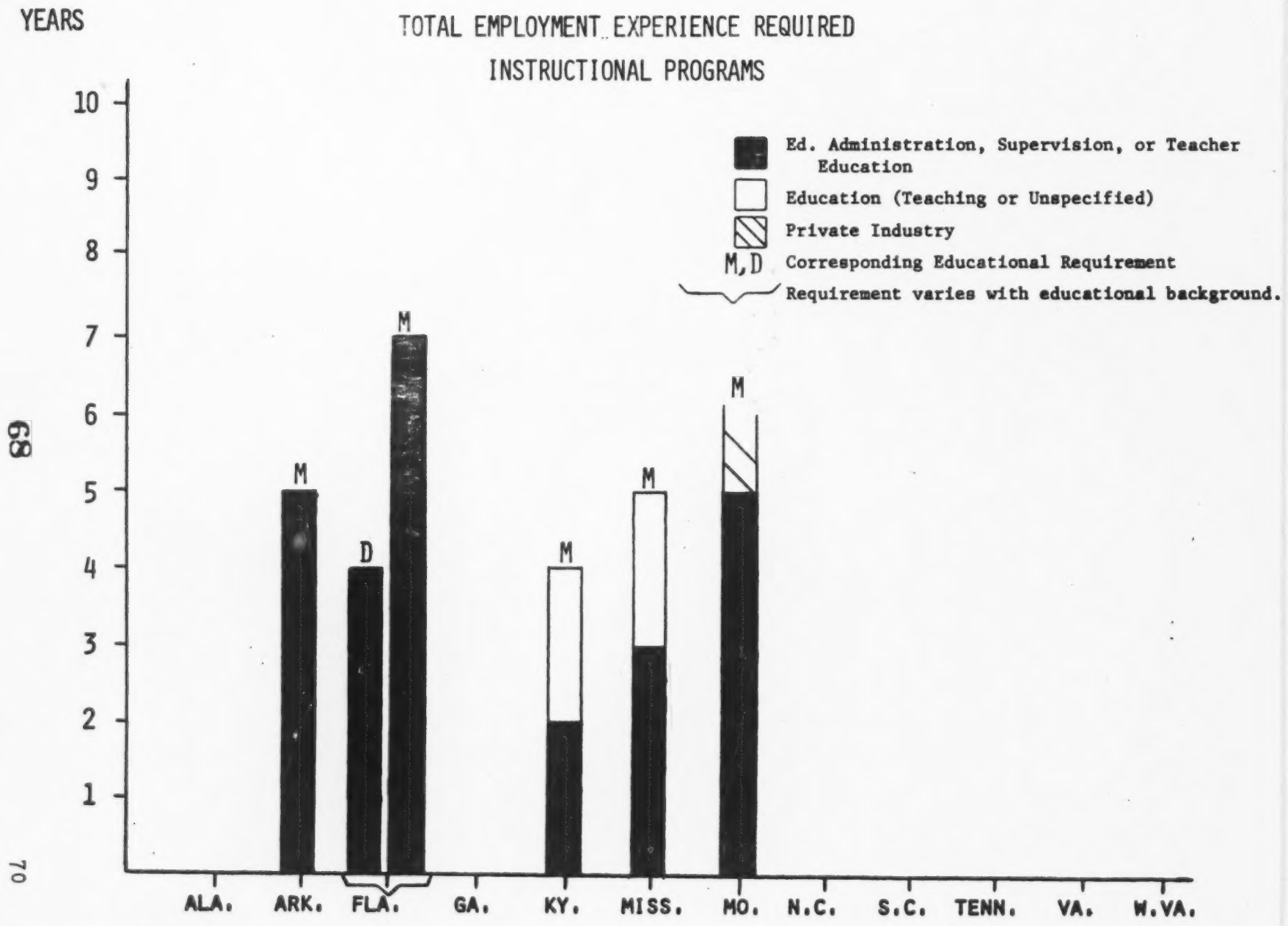
WORK EXPERIENCE REQUIREMENTS (continued)

MISSOURI: COORDINATOR OF CAREER EDUCATION

The State Coordinator shall have five years of successful administrative and supervisory experience in vocational-technical education and appropriate occupational employment experience required of vocational-technical education teachers.

COORDINATOR OF ADULT EDUCATION

(Information pertaining to job description was not supplied.)


TOTAL EMPLOYMENT EXPERIENCE REQUIRED
INSTRUCTIONAL PROGRAMS
YEARS
10
9
8
7
6
5
4
3
2
1
Ed. Administration, Supervision, or Teacher Education
Education (Teaching or Unspecified)
Private Industry
M, D Corresponding Educational Requirement
Requirement varies with educational background.
M
M
D
M
M
M
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

INSTRUCTIONAL PROGRAMS

SALARY RANGE

ARKANSAS: COORDINATOR OF INSTRUCTIONAL PROGRAMS

The Salary Schedule is effective as of April 17, 1972. The salary ranges from $12,696 to $18,000.

FLORIDA: ADMINISTRATOR OF PROGRAMS (Program Director I)

The Salary Schedule is effective as of January 1, 1972. The salary ranges from $15,350 to $21,672.

KENTUCKY: DIRECTOR OF VOCATIONAL PROGRAMS OF INSTRUCTION

The Salary Schedule is effective as of March 6, 1972. The salary ranges from $12,576 to $17,700.

MISSISSIPPI: ASSISTANT DIRECTOR OF SECONDARY VOCATIONAL EDUCATION OCCUPATIONS

The Salary Schedule is effective as of March 7, 1972. The salary ranges from $13,440 to $18,924.

ASSISTANT DIRECTOR OF POST SECONDARY VOCATIONAL EDUCATION OCCUPATIONS

The Salary Schedule is effective as of March 7, 1972. The salary ranges from $13,440 to $18,924.

MISSOURI: COORDINATOR OF CAREER EDUCATION

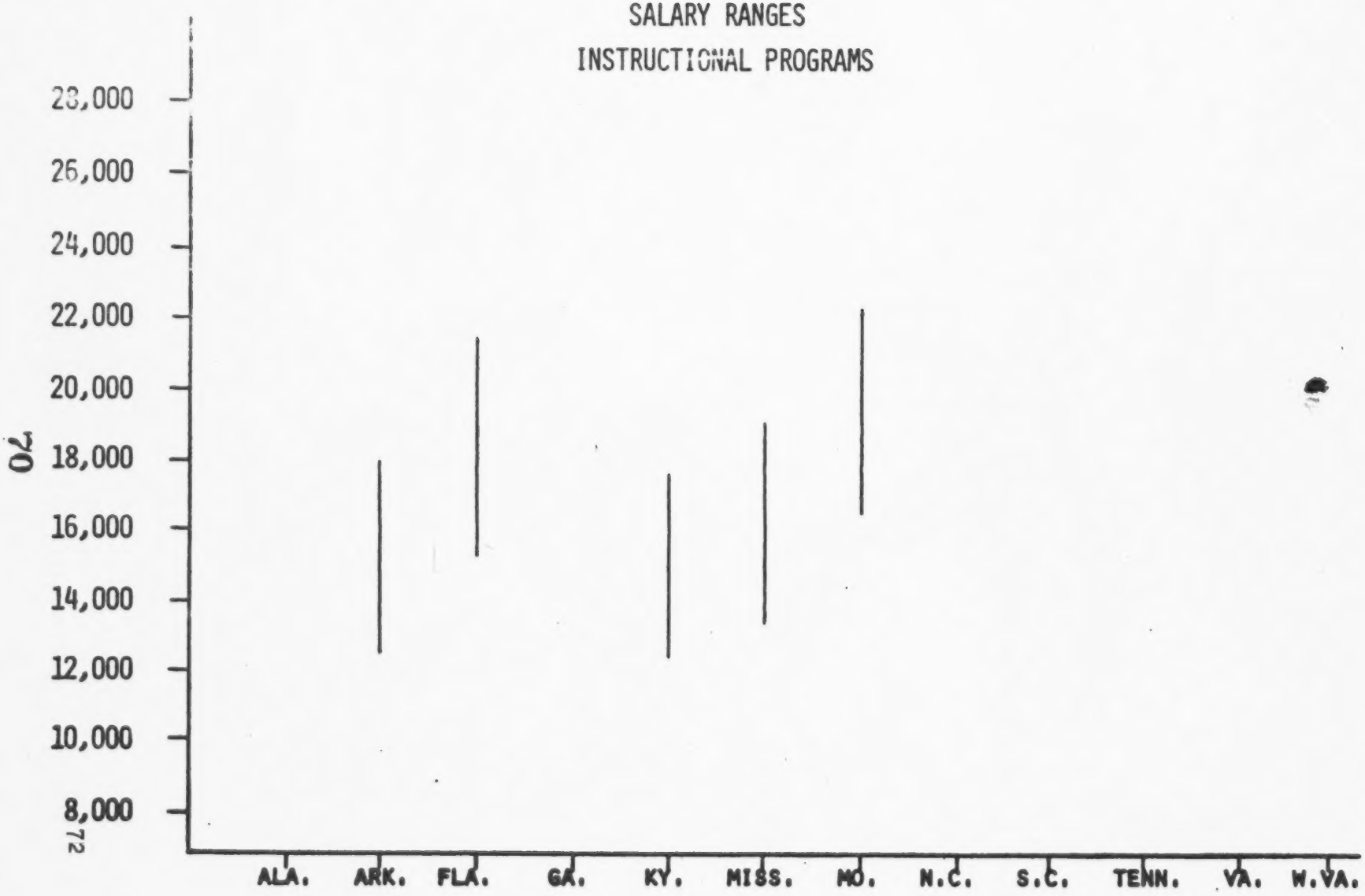
The Salary Schedule is effective as of May 31, 1972. The salary ranges from $16,488 through five steps to $22,192.

COORDINATOR OF ADULT EDUCATION

The Salary Schedule is effective as of May 31, 1972. The salary ranges from $16,488 through five steps to $22,192.

SALARY RANGES

INSTRUCTIONAL PROGRAMS



ADMINISTRATION - MIDDLE LEVEL

RESEARCH

State	Title of Position
ALABAMA:	Supervisor III Research
FLORIDA:	Administrator of Research and Evaluation
KENTUCKY:	Coordinator of Computer Statistical Service
MISSISSIPPI:	Coordinator of Research, Curriculum and Teacher Training
TENNESSEE:	Director of Vocational Research
VIRGINIA:	Coordinator of Research and Curriculum Materials

RESEARCH

JOB DESCRIPTION

ALABAMA: SUPERVISOR III, RESEARCH

Employees in this class are responsible for planning, directing and coordinating the advisory, supervisory, and consultative services rendered to local boards of education and all other vocational education programs and areas.

FLORIDA: ADMINISTRATOR OF RESEARCH AND EVALUATION

The Administrator is responsible for developing, implementing, and administering a major statewide education program. He is responsible for planning, organizing, and directing a complex statewide program or supervising a large complex section within the division.

KENTUCKY: COORDINATOR OF COMPUTER AND STATISTICAL SERVICE

(Information pertaining to job description was not supplied.)

MISSISSIPPI: COORDINATOR OF RESEARCH, CURRICULUM AND TEACHER TRAINING

The Coordinator coordinates all teacher education in-service programs throughout the state and receives and reviews budgets from various vocational programs throughout the state. He also is involved in specific research programs as directed by the State Director.

TENNESSEE: DIRECTOR OF VOCATIONAL RESEARCH

The Director of Research reports to the State Coordinator of Program Service Section. He shall direct his program, activities, and services, including personnel, in the function of supervision as identified in the Organization Table.

VIRGINIA: COORDINATOR OF RESEARCH AND CURRICULUM MATERIALS

The Coordinator is responsible for the general administration and supervision of research, demonstration and experimental programs, and curriculum activities which may be conducted within or among the several vocational education fields.

JOB DESCRIPTION (continued)

He is responsible to the State Director of Vocational Education and shall work cooperatively with state supervisors of vocational education program fields. He shall also serve as a liaison between the Division of Vocational Education and the Research Coordinating Unit.

RESEARCH

EDUCATIONAL REQUIREMENTS

ALABAMA: SUPERVISOR III, RESEARCH

The Supervisor shall have a Master's Degree in vocational education with major course work in the specialized field of assignment.

FLORIDA: ADMINISTRATOR OF RESEARCH AND EVALUATION

The Administrator shall have a Master's Degree in education or education administration, or a Doctor's Degree with somewhat less work experience.

KENTUCKY: COORDINATOR OF COMPUTER AND STATISTICAL SERVICE

The Coordinator shall have a Master's Degree in Computer Science or a related field from a recognized college or university. A Bachelor's Degree in Computer Science would be acceptable; however, additional years of work experience would be required.

MISSISSIPPI: COORDINATOR OF RESEARCH, CURRICULUM AND TEACHER TRAINING

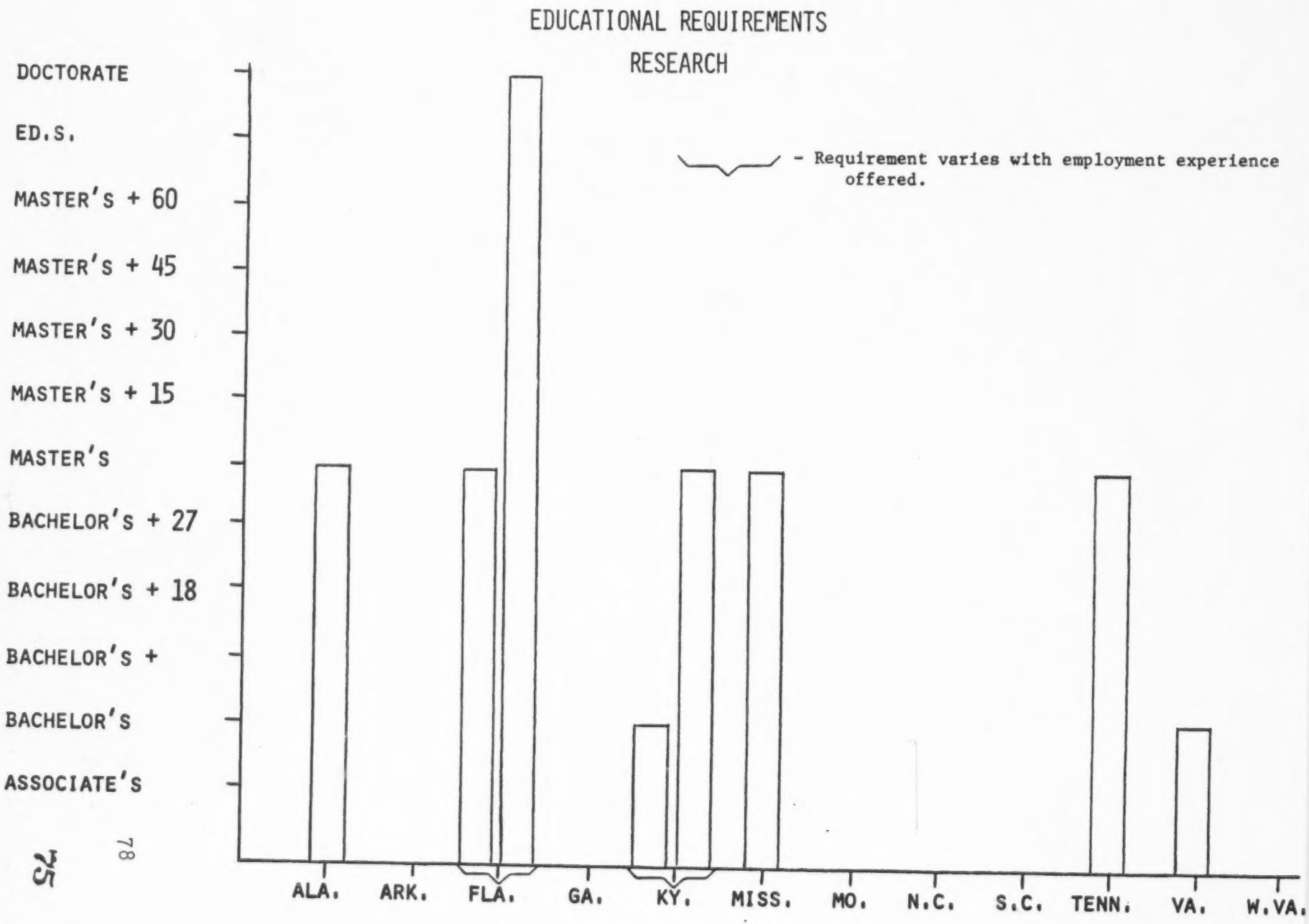
The Coordinator shall have a minimum of a Master's Degree in vocational education with emphasis in the area of assignment.

TENNESSEE: DIRECTOR OF VOCATIONAL RESEARCH

The Director shall have a Master's Degree with specialization in the area assigned.

VIRGINIA: COORDINATOR OF RESEARCH AND CURRICULUM MATERIALS

The Coordinator shall hold a Baccalaureate Degree in education. He shall have background in research techniques and statistical methods, curriculum development, curriculum materials, and instructional media.


EDUCATIONAL REQUIREMENTS
RESEARCH
DOCTORATE
ED.S.
MASTER'S + 60
MASTER'S + 45
MASTER'S + 30
MASTER'S + 15
MASTER'S
BACHELOR'S + 27
BACHELOR'S + 18
BACHELOR'S +
BACHELOR'S
ASSOCIATE'S
- Requirement varies with employment experience offered.
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

RESEARCH

WORK EXPERIENCE REQUIREMENTS

ALABAMA: SUPERVISOR III, RESEARCH

The Supervisor should have considerable experience in vocational teaching and some increasingly responsible experience in the supervision of vocational instruction, program direction, supervision and planning in the field of assignment.

FLORIDA: ADMINISTRATOR OF RESEARCH AND EVALUATION

The Administrator shall have a minimum of seven years of progressively responsible experience in educational administration. If a Doctor's Degree is present to satisfy the educational requirement, then only five years of experience in educational administration is required.

KENTUCKY: COORDINATOR OF COMPUTER AND STATISTICAL SERVICE

The Coordinator shall have a minimum of three years of experience in computer programming or systems analysis involving applications to electronic data processing methods. A Bachelor's Degree will be acceptable provided he has had four years of varying experience in computer programming, systems analysis and/or supervision of workers in computer operations or statistical services.

MISSISSIPPI: COORDINATOR OF RESEARCH, CURRICULUM AND TEACHER TRAINING

The Coordinator shall have two years experience as a vocational teacher, holding a state teaching certificate and two years supervisory experience above the local level.

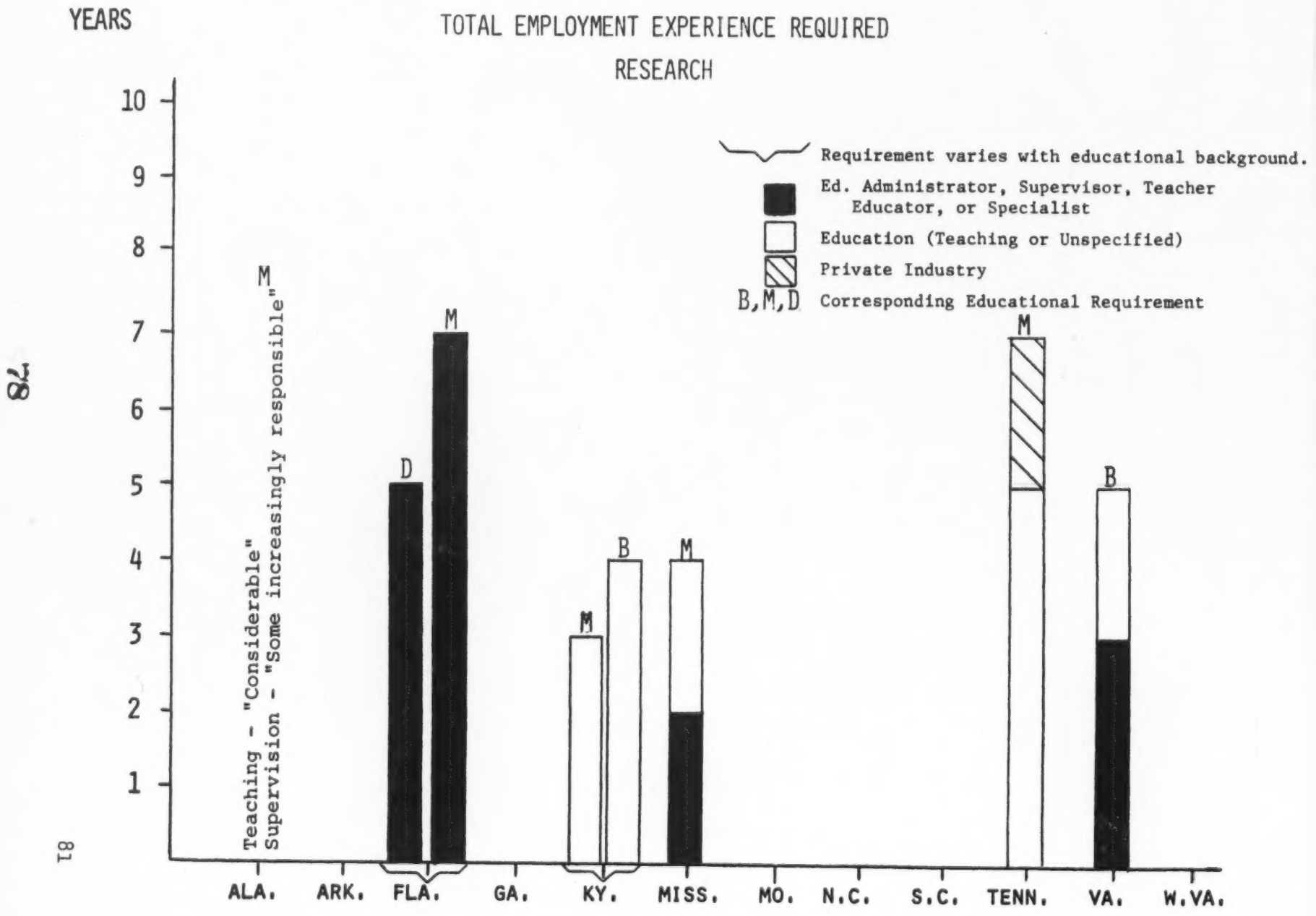
TENNESSEE: DIRECTOR OF VOCATIONAL RESEARCH

The Director shall have five years experience in the area of assignment, some of which should be as a teacher of vocational education. A minimum of two years of occupational experience appropriate to the research assignment is also required.

WORK EXPERIENCE REQUIREMENTS (continued)

VIRGINIA: COORDINATOR OF RESEARCH AND CURRICULUM MATERIALS

The Coordinator shall have demonstrated ability as a teacher in a vocational field for two or more years. He shall have had three or more years of successful experience either as an administrator, a supervisor, a teacher educator, a research specialist, or a curriculum specialist.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
RESEARCH
10
9
8
7
6
5
4
3
2
1
Requirement varies with educational background.
Ed. Administrator, Supervisor, Teacher Educator, or Specialist
Education (Teaching or Unspecified)
Private Industry
B,M,D Corresponding Educational Requirement
Teaching - "Considerable"
Supervision - "Some increasingly responsible"
M
D
M
M
B
M
M
B
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

RESEARCH

SALARY RANGE

ALABAMA: SUPERVISOR III, RESEARCH

The salary schedule is effective as of March 7, 1972.
The salary ranges from $12,246 to $15,834.

FLORIDA: ADMINISTRATOR OF RESEARCH AND EVALUATION

The salary schedule is effective as of January 1, 1972.
The salary ranges from $15,360 to $21,672.

KENTUCKY: COORDINATOR OF COMPUTER AND STATISTICAL SERVICE

The salary shcedule is effective as of March 6, 1972.
The salary ranges from $11,412 to $16,056.

MISSISSIPPI: COORDINATOR OF RESEARCH, CURRICULUM AND TEACHER TRAINING

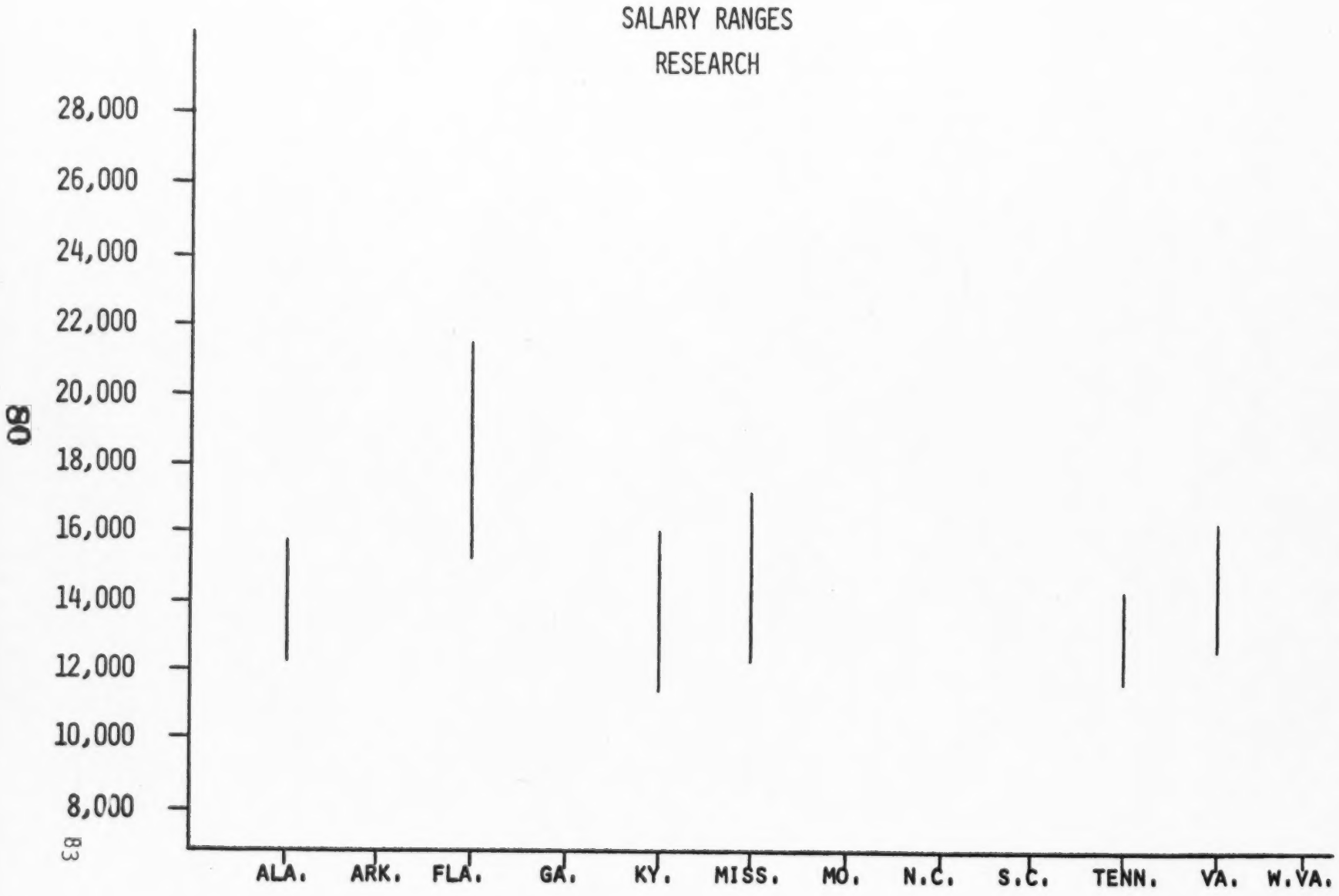
The salary schedule is effective as of June 1, 1972.
The salary ranges from $12,192 to $17,160.

TENNESSEE: DIRECTOR OF VOCATIONAL RESEARCH

The salary schedule is effective as of July 8, 1971.
The salary ranges from $11,760 through five steps to $14,280.

VIRGINIA: COORDINATOR OF RESEARCH AND CURRICULUM MATERIALS

The salary schedule is effective as of May 31, 1972.
The salary ranges from $12,500 to $16,200.


SALARY RANGES
RESEARCH
28,000
26,000
24,000
22,000
20,000
18,000
16,000
14,000
12,000
10,000
8,000
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

ADMINISTRATION - MIDDLE LEVEL

FINANCE

State	Title of Position
ARKANSAS:	Coordinator of Finance
FLORIDA:	Administrator of Fiscal Affairs
GEORGIA:	Accountant III
KENTUCKY:	Director of Fiscal Control and Fiscal Accounting
MISSISSIPPI:	Finance and Budget Officer Assistant Finance and Budget Officer
MISSOURI:	Vocational Finance Director
NORTH CAROLINA:	Assistant Director of Program Auditing Control
SOUTH CAROLINA:	Chief Supervisor, Project Processing and Review
TENNESSEE:	Director of Fiscal Section

FINANCE

JOB DESCRIPTION

ARKANSAS: COORDINATOR OF FINANCE

(Information pertaining to job description was not supplied.)

FLORIDA: ADMINISTRATOR OF FISCAL AFFAIRS

The Administrator of Fiscal Affairs is responsible for planning, organizing and directing a complex section.

GEORGIA: ACCOUNTANT III

(Information pertaining to job description was not supplied.)

KENTUCKY: DIRECTOR OF FISCAL CONTROL AND FINANCIAL ACCOUNTING

(Information pertaining to job description was not supplied.)

MISSISSIPPI: FINANCE AND BUDGET OFFICER

(Information pertaining to job description was not supplied.)

NORTH CAROLINA: ASSISTANT DIRECTOR OF PROGRAM AUDITING AND CONTROL

The responsibilities of the Assistant Director of Program Auditing and Control, classified as an Education Consultant II, involves the organization of programs and activities, and the determination of personnel and budget needs.

SOUTH CAROLINA: CHIEF SUPERVISOR, PROJECT PROCESSING AND REVIEW

The Chief Supervisor, Project Processing and Review, is responsible for coordinating the various functions of the officer of vocational education. He supervises the activities of program planning and development, including the development of annual and projected program activities in the various service areas of vocational education. He develops and implements procedures whereby local applications for vocational education funds may be efficiently and effectively processed and supervises the accounting procedures for state and federal vocational education funds.

JOB DESCRIPTION (Continued)

TENNESSEE: DIRECTOR OF FISCAL SECTION

This person directs the affairs of the Fiscal Section including supervising its activities and personnel, and reporting directly to the State Vocational Director. He records the receipt and disbursement of vocational funds, assists in the preparation of budgets, prepares the annual fiscal reports and such other reports as may be required and prepares and furnishes information regarding any phase of the budget and fiscal affairs when directed to do so by the Assistant Commissioner.

FINANCE

EDUCATIONAL REQUIREMENTS

ARKANSAS: COORDINATOR OF FINANCE

Educational requirements for the Coordinator of Finance include a Master's Degree in vocational education.

FLORIDA: ADMINISTRATOR OF FISCAL AFFAIRS

The Administrator shall have a minimum of a Master's Degree in education or business administration.

GEORGIA: ACCOUNTANT III

The Vocational Accountant shall be a graduate from a college or university of recognized standing with major course work in accounting, finance, business administration, management, or a closely related field and must include fifteen quarter hours in accounting.

KENTUCKY: DIRECTOR OF FISCAL CONTROL AND FINANCIAL ACCOUNTING

The Director shall be a graduate of an accredited college or university with a Bachelor's Degree which includes a minimum of twelve semester hours in business management and financial accounting. The Director shall hold the Kentucky Education Certificate.

MISSISSIPPI: FINANCE AND BUDGET OFFICER

All professional staff members below the title of Head Supervisor must have a minimum of a Bachelor's Degree from an accredited college or university.

NORTH CAROLINA: ASSISTANT DIRECTOR OF PROGRAM AUDITING AND CONTROL

The Assistant Director is required to possess a Master's Degree in the area of assignment.

SOUTH CAROLINA: CHIEF SUPERVISOR, PROJECT PROCESSING AND REVIEW

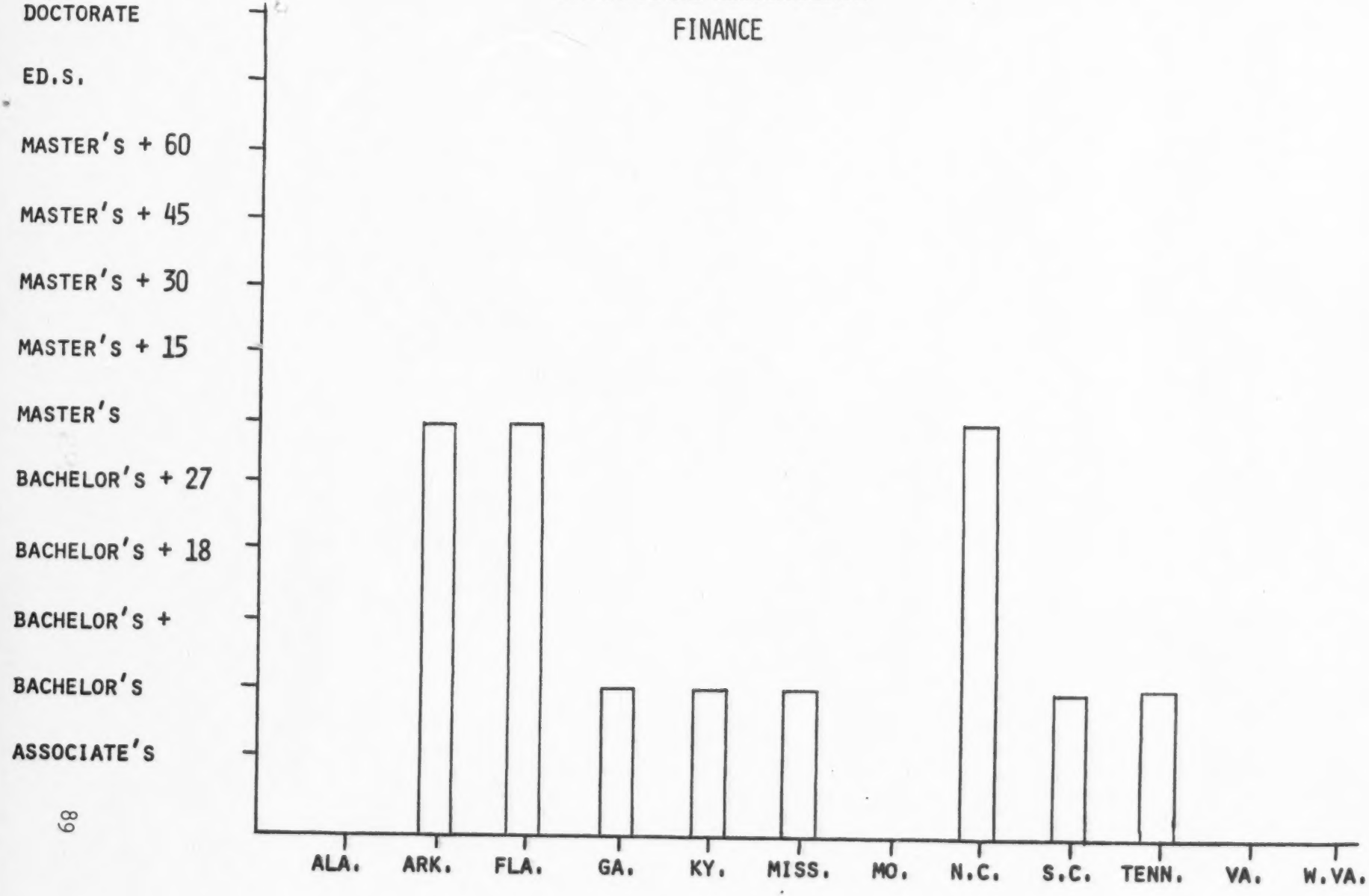
The educational requirements for the Chief Supervisor are the same as the classification of state consultants, which include a minimum of a Bachelor's Degree from an approved teacher training institution and qualifications for a teacher's certificate.

EDUCATIONAL REQUIREMENTS (continued)

TENNESSEE: DIRECTOR OF FISCAL SECTION

The Director shall have a minimum of a Bachelor's Degree in accounting (or the equivalent) from an accredited college or university.

EDUCATIONAL REQUIREMENTS
FINANCE



FINANCE

WORK EXPERIENCE REQUIREMENTS

ARKANSAS: COORDINATOR OF FINANCE

Work experience requirements for the Coordinator of Finance include a minimum of five years experience as teacher, coordinator, local supervisor or local director or teacher educator in a vocational field, or a member of a vocational education staff.

FLORIDA: ADMINISTRATOR OF FISCAL AFFAIRS

The Administrator of Fiscal Affairs shall have a minimum of seven years of administrative experience in the area of assignment.

GEORGIA: ACCOUNTING III

The position of Vocational Education Accountant requires two full years minimum experience in a state position as Accountant II or the equivalent of similar occupational time.

KENTUCKY: DIRECTOR OF FISCAL CONTROL AND FINANCIAL ACCOUNTING

The Director shall have five years of professional experience in business management and financial accounting, two years of which must have been in a supervisory capacity.

MISSISSIPPI: FINANCE AND BUDGET OFFICER

This professional staff member shall have a minimum of two years teaching experience or work experience in his respective field of assignment.

NORTH CAROLINA: ASSISTANT DIRECTOR OF PROGRAM AUDITING AND CONTROL

Work experience requirements for the Assistant Director of Program Auditing and Control include a minimum of four years of progressively responsible experience in public education or an equivalent combination of training and experience.

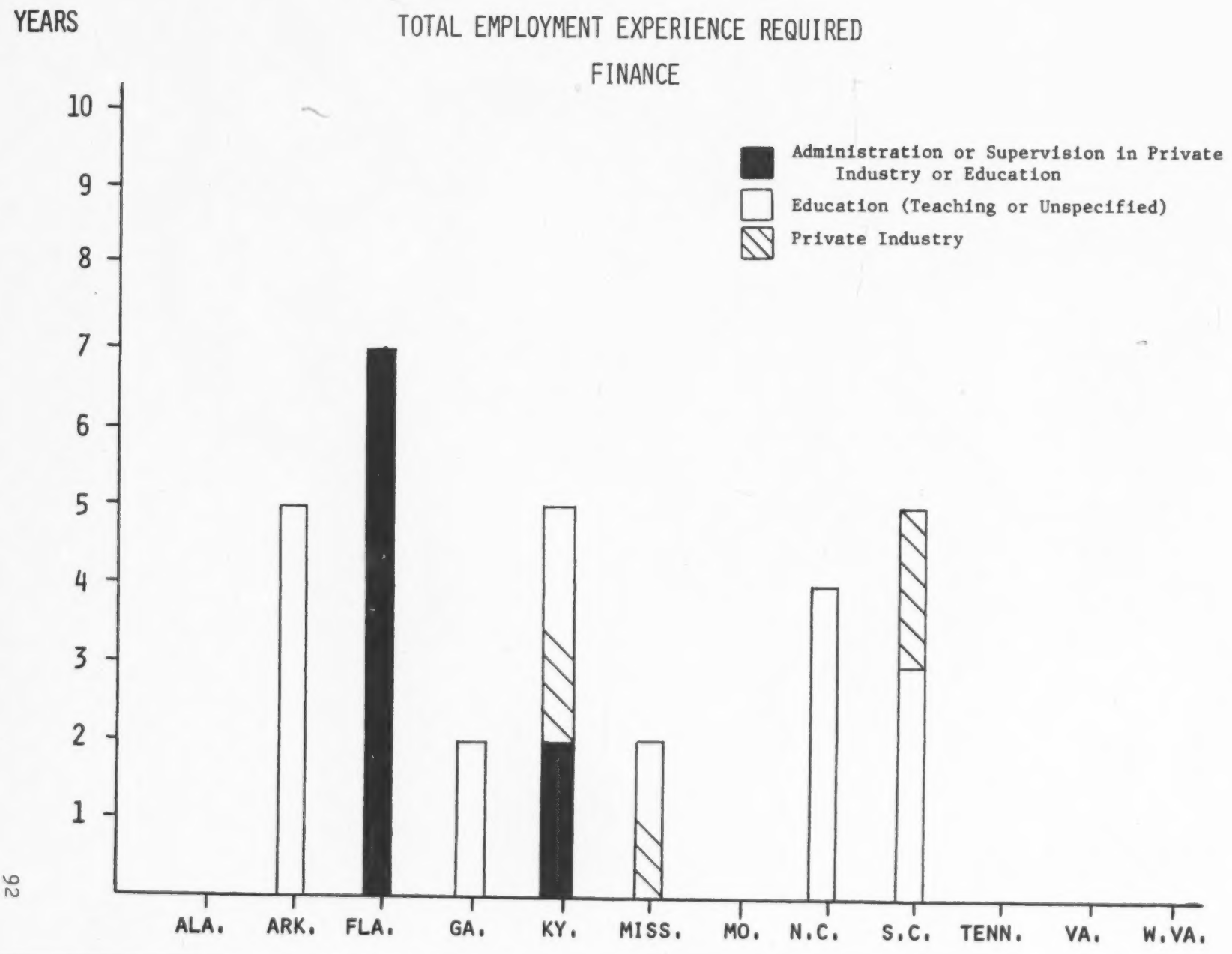
WORK EXPERIENCE REQUIREMENTS (continued)

SOUTH CAROLINA: CHIEF SUPERVISOR, PROJECT PROCESSING AND REVIEW

The Chief Supervisor shall have a minimum of three years teaching experience and two years experience in one or more occupations in the field supervised.

TENNESSEE: DIRECTOR OF FISCAL SECTION

The Director shall have sufficient experience in accounting, auditing and administration to effectively conduct the functions assigned the fiscal section.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
FINANCE
10
9
8
7
6
5
4
3
2
1
Administration or Supervision in Private Industry or Education
Education (Teaching or Unspecified)
Private Industry
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

FINANCE

SALARY RANGE

ARKANSAS: COORDINATOR OF FINANCE

The Salary Schedule was in effect April 17, 1972.
The range is from $12,696 to $18,000.

FLORIDA: ADMINISTRATOR OF FISCAL AFFAIRS

The Salary Schedule was effective January 1, 1972.
The range is from $12,436 to $22,800 (normal range) and $22,812 to $24,588 (premium range).

GEORGIA: ACCOUNTANT III

The Salary Schedule was effective July 1, 1970.
The range is from $11,298 through six steps to $15,006.

KENTUCKY: DIRECTOR OF FISCAL CONTROL AND FINANCIAL ACCOUNTING

The Salary Schedule was in effect March 6, 1972.
The range is from $12,576 to $17,700.

MISSISSIPPI: FINANCE AND BUDGET OFFICER

The Salary Schedule was in effect June 1, 1972.
The range is from $11,064 to $15,564.

NORTH CAROLINA: ASSISTANT DIRECTOR OF PROGRAM AUDITING AND CONTROL

The Salary Schedule is to be effective July 1, 1972.
The range is from $13,716 through five steps to $17,436.

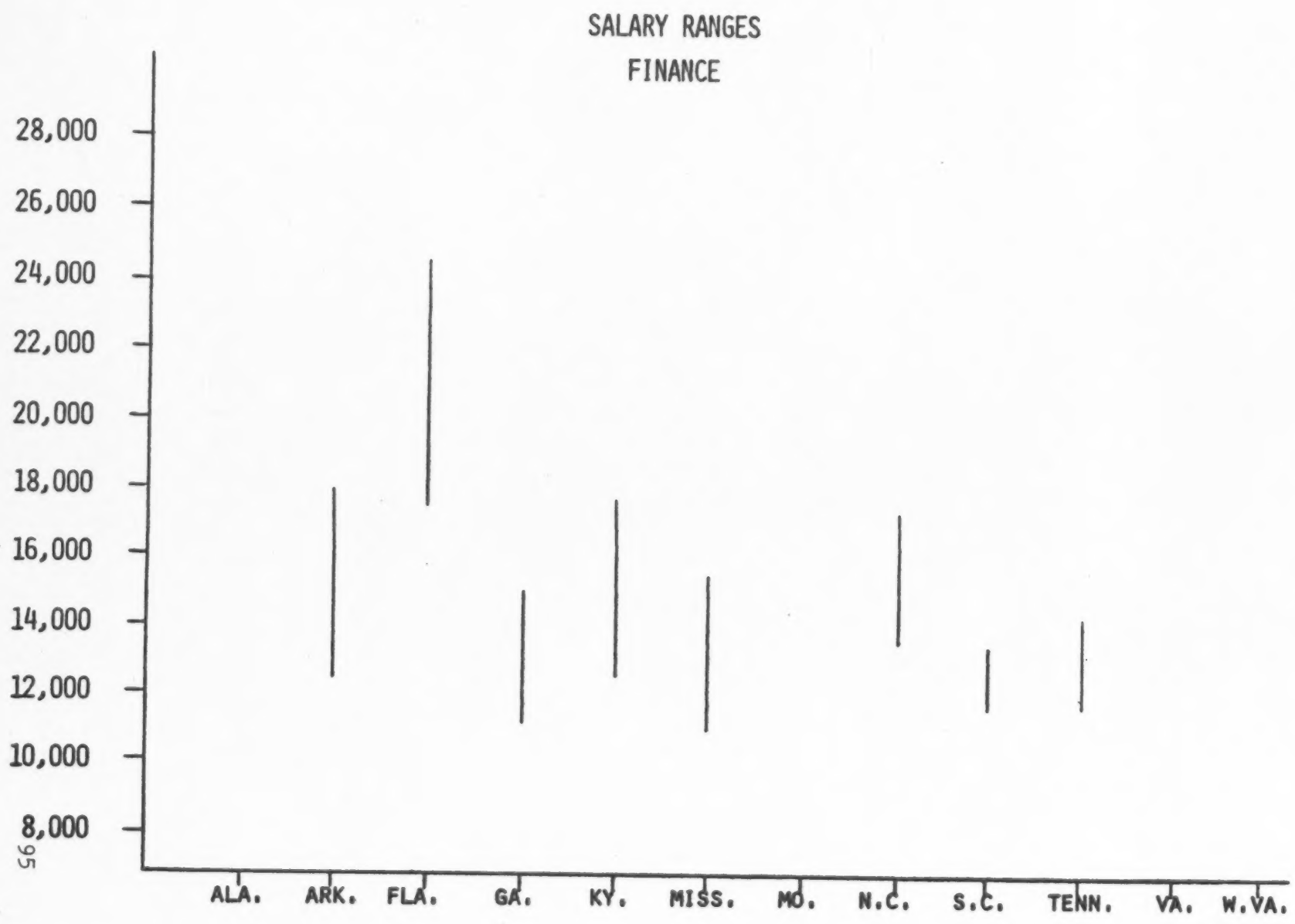
SOUTH CAROLINA: CHIEF SUPERVISOR, PROJECT PROCESSING AND REVIEW

The Salary Schedule was in effect March 7, 1972.
The range is from $11,825 through three steps to $13,690 and the Merit range maximum is $16,175.

SALARY RANGE (continued)

TENNESSEE: DIRECTOR OF FISCAL SECTION

The Salary Schedule is effective as of July 8, 1971. The salary range is from $11,760 through five steps to $14,280.


SALARY RANGES
FINANCE
28,000
26,000
24,000
22,000
20,000
18,000
16,000
14,000
12,000
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ALA.
ARK.
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TENN.
VA.
W.VA.

ADMINISTRATION - MIDDLE LEVEL

PROGRAM AND/OR FIELD SERVICES

State	Title of Position
FLORIDA:	Administrator of Program Services
MISSISSIPPI:	Assistant Director - Vocational Education Special Service Occupations
	Coordinator - Program Services - Secondary
	Coordinator - Program Services - Post Secondary
NORTH CAROLINA:	Associate Director of Program Services
TENNESSEE:	Coordinator of Field Services

PROGRAM AND/OR FIELD SERVICES

JOB DESCRIPTIONS

FLORIDA: ADMINISTRATOR OF PROGRAM SERVICES

The Administrator shall be responsible for developing, implementing, and administering a major statewide educational program or supervising, coordinating and administering all aspects of a large and complex section within a division.

MISSISSIPPI: ASSISTANT DIRECTOR - VOCATIONAL EDUCATION SPECIAL SERVICE OCCUPATIONS

(No information was supplied for the job description.)

COORDINATOR - PROGRAM SERVICES - SECONDARY

The primary responsibility of the Coordinator shall be to coordinate statistical and financial reports of the section within the vocational education division.

COORDINATOR - PROGRAM SERVICES - POST SECONDARY

The primary responsibility of the Coordinator shall be to coordinate statistical and financial reports of the section within the vocational education division.

NORTH CAROLINA: ASSOCIATE DIRECTOR OF PROGRAM SERVICES

The Director shall perform administrative and supervisory work in directing or coordinating major educational program or activities.

TENNESSEE: COORDINATOR OF FIELD SERVICES

The Coordinator shall coordinate and provide leadership for all activities assigned to him.

PROGRAM AND/OR FIELD SERVICES

EDUCATIONAL REQUIREMENTS

FLORIDA: ADMINISTRATOR OF PROGRAM SERVICES

The Administrator shall have a Master's Degree in education or educational administration and seven years of progressively responsible experience in educational administration; or a Doctor's Degree in education or educational administration and five years of experience in educational administration.

MISSISSIPPI: ASSISTANT DIRECTOR - VOCATIONAL EDUCATION SPECIAL SERVICE OCCUPATIONS

The Assistant Director must have a Master's Degree from an approved vocational teacher training institution with a major in an area of vocational education.

COORDINATOR - PROGRAM SERVICES - SECONDARY

The Coordinator shall have a Bachelor's Degree.

COORDINATOR - PROGRAM SERVICES - POST SECONDARY

The Coordinator shall have a Bachelor's Degree.

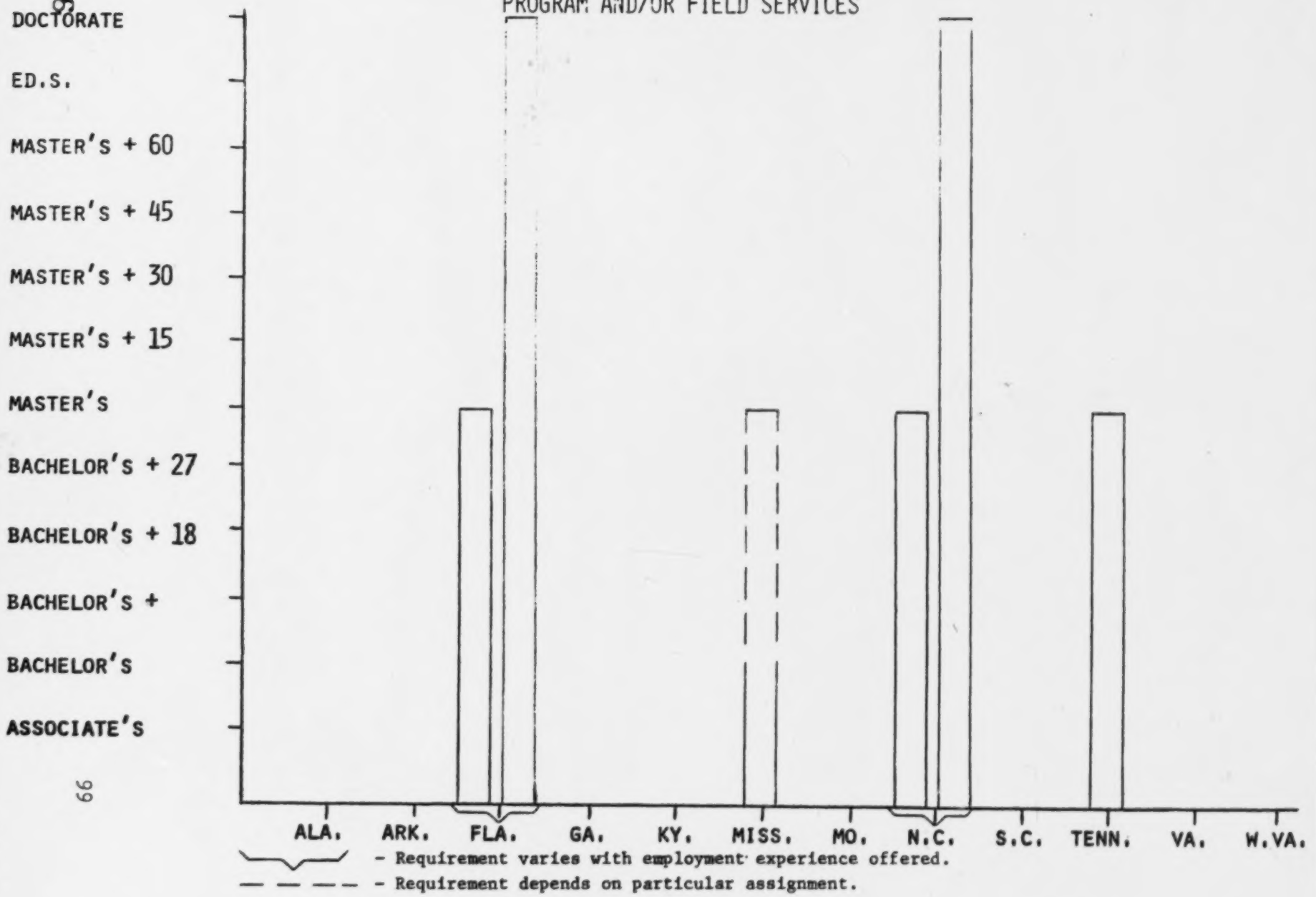
NORTH CAROLINA: ASSOCIATE DIRECTOR OF PROGRAM SERVICES

The Associate Director shall have a Master's Degree in education or the special field to which he is assigned and six years of experience in public education, including a minimum of two years in an administrative capacity; or a Doctor's Degree in education or the special field to which he is assigned and three years of progressively responsible experience in public education; or an equivalent combination of education and experience.

TENNESSEE: COORDINATOR OF FIELD SERVICES

The Coordinator shall have a minimum of a Master's Degree from an accredited college or university with specialization in vocational education administration and supervision.

EDUCATIONAL REQUIREMENTS
PROGRAM AND/OR FIELD SERVICES



PROGRAM AND/OR FIELD SERVICES

EXPERIENCE REQUIREMENTS

FLORIDA: ADMINISTRATOR OF PROGRAM SERVICES

(See the section on Educational Requirements.)

MISSISSIPPI: ASSISTANT DIRECTOR - VOCATIONAL EDUCATION SPECIAL SERVICE OCCUPATIONS

The Assistant Director shall have had two years of successful teaching experience in one of the fields of vocational education. He must have had not less than three years of full time administrative, supervisory, or teacher training experience above the local level.

COORDINATOR - PROGRAM SERVICES - SECONDARY

The Coordinator shall have had two years of teaching experience in vocational education and shall hold a Mississippi teaching certificate.

COORDINATOR - PROGRAM SERVICES - POST SECONDARY

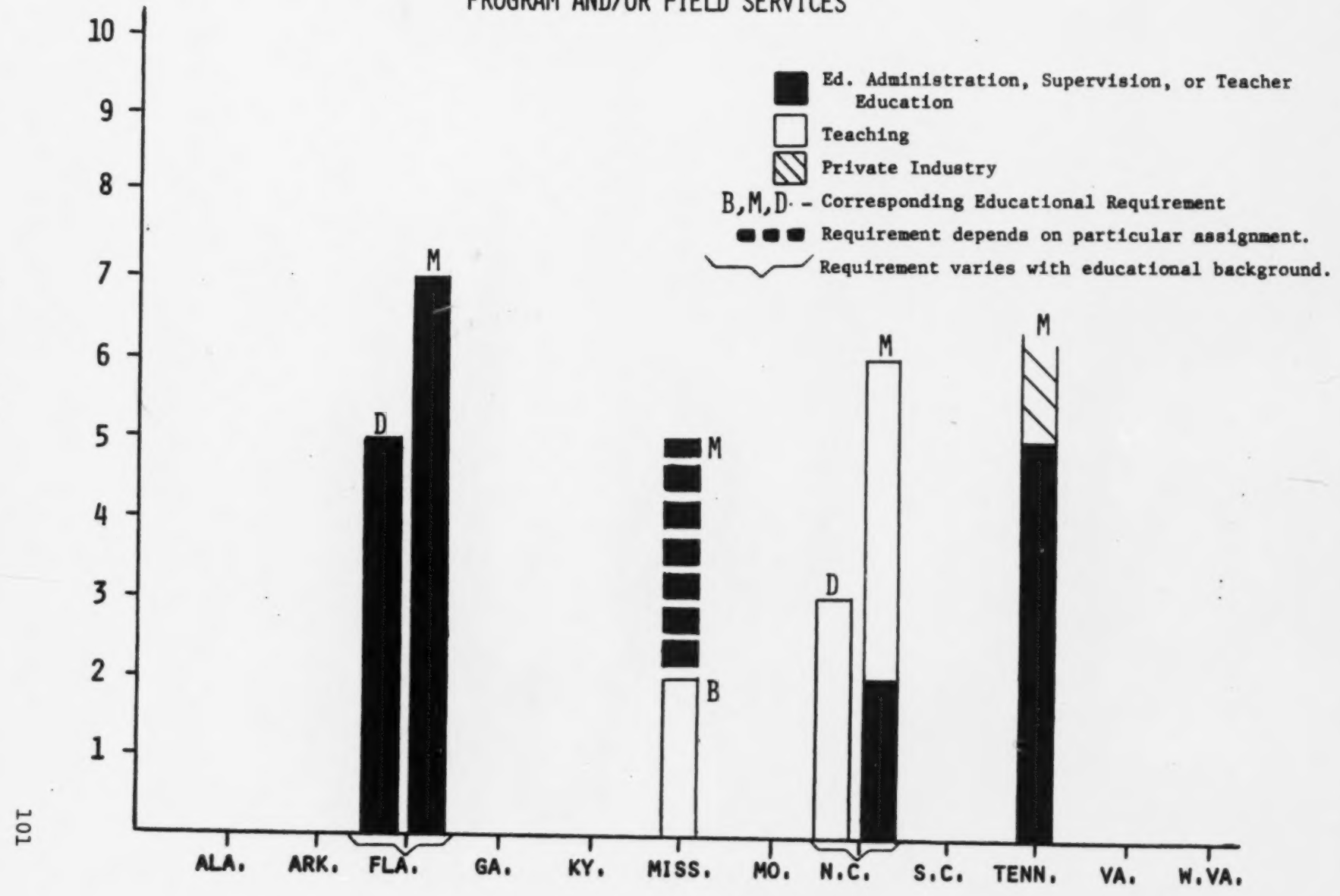
The Coordinator shall have had two years of teaching experience in vocational education and shall hold a Mississippi teaching certificate.

NORTH CAROLINA: ASSOCIATE DIRECTOR OF PROGRAM SERVICES

(See the section on Educational Requirements.)

TENNESSEE: COORDINATOR OF FIELD SERVICES

The Coordinator shall have had five years of successful administrative and supervisory experience in vocational-technical education and appropriate occupational employment experience required of vocational-technical education teachers.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
PROGRAM AND/OR FIELD SERVICES
10
9
8
7
6
5
4
3
2
1
Ed. Administration, Supervision, or Teacher Education
Teaching
Private Industry
B,M,D - Corresponding Educational Requirement
Requirement depends on particular assignment.
Requirement varies with educational background.
M
D
M
M
M
B
D
M
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

PROGRAM AND/OR FIELD SERVICES

SALARY RANGE

FLORIDA: ADMINISTRATOR OF PROGRAM SERVICES

The Salary Schedule was effective January 1, 1972. The annual normal range is $15,360 to $20,100. The premium range is $20,112 to $21,672 (Program Director I)

MISSISSIPPI: ASSISTANT DIRECTOR - VOCATIONAL EDUCATION SPECIAL SERVICE OCCUPATIONS

The Salary Schedule was effective March 7, 1972. The annual range is from $13,440 to $18,924.

COORDINATOR - PROGRAM SERVICES - SECONDARY

COORDINATOR - PROGRAM SERVICES - POST SECONDARY

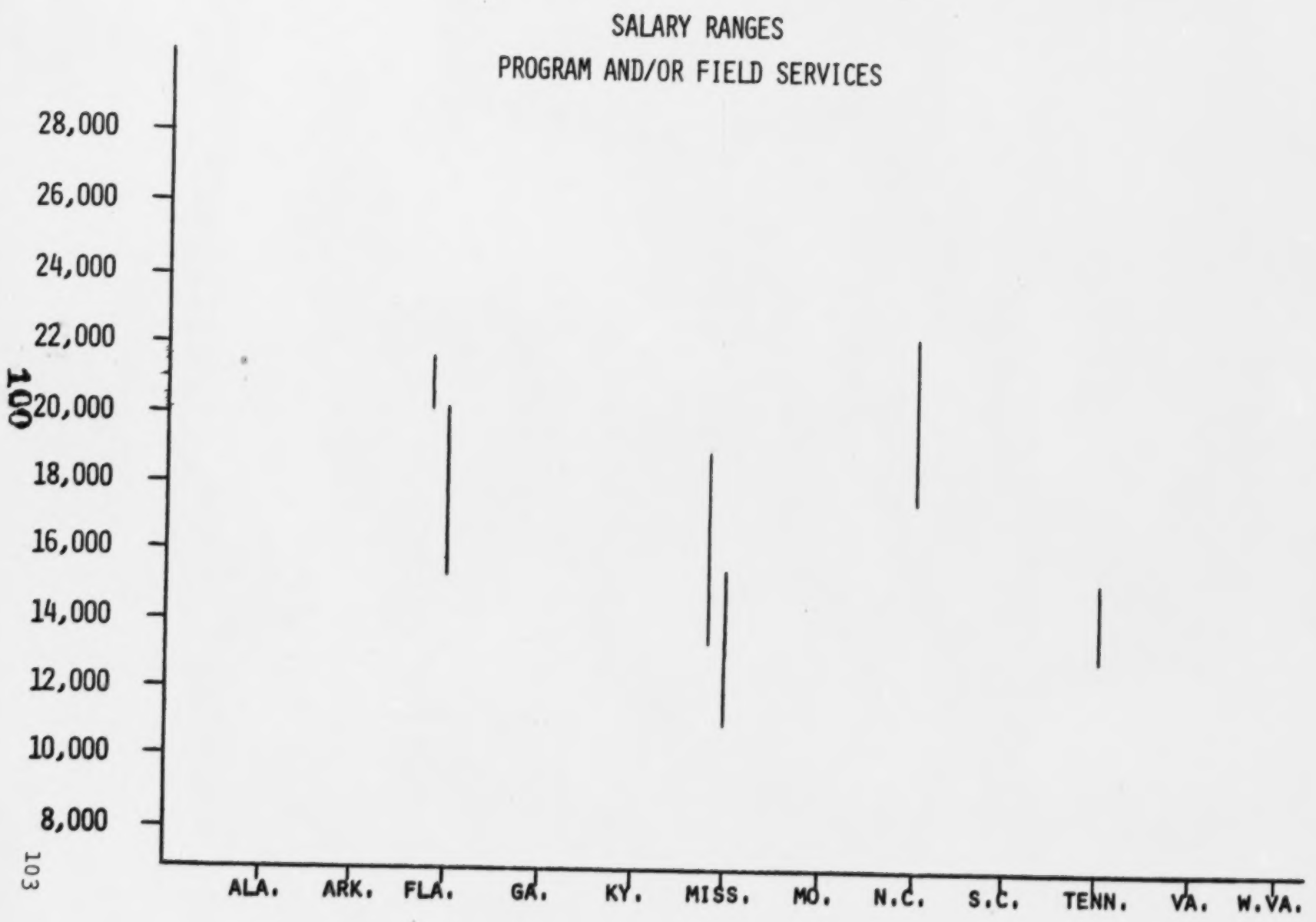
The Salary Schedule for Coordinators was effective June 1, 1972. The annual range is from $11,064 to $15,564.

NORTH CAROLINA: ASSOCIATE DIRECTOR OF PROGRAM SERVICES

The Salary Schedule is effective July 1, 1972. Salary ranges from $17,436 through four steps to $22,200.

TENNESSEE: COORDINATOR OF FIELD SERVICES

The Salary Schedule was effective July 8, 1971. The salary range is from $12,920 through four steps to $15,360.


SALARY RANGES
PROGRAM AND/OR FIELD SERVICES
28,000
26,000
24,000
22,000
20,000
18,000
16,000
14,000
12,000
10,000
8,000
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

ADMINISTRATION - MIDDLE LEVEL

AREA SCHOOLS

State	Title of Position
ARKANSAS:	Coordinator of Area Vocational Schools
MISSOURI:	Area Vocational Services Director
TENNESSEE:	Coordinator of Area Vocational Schools

AREA SCHOOLS

JOB DESCRIPTION

ARKANSAS: COORDINATOR OF AREA VOCATIONAL SCHOOLS

(No information was supplied for the job description.)

MISSOURI: AREA VOCATIONAL SERVICES DIRECTOR

The Director provides advisory services to Area Vocational School Administrators concerning planning construction, expansion or remodeling of area vocational school facilities.

TENNESSEE: COORDINATOR OF AREA VOCATIONAL SCHOOLS

The responsibilities of the Coordinator shall include the supervision of programs, activities, and/or services, including personnel.

AREA SCHOOLS

EDUCATIONAL REQUIREMENTS

ARKANSAS: COORDINATOR OF AREA VOCATIONAL SCHOOLS

The Coordinator shall have a Master's Degree in vocational education.

MISSOURI: AREA VOCATIONAL SERVICES DIRECTOR

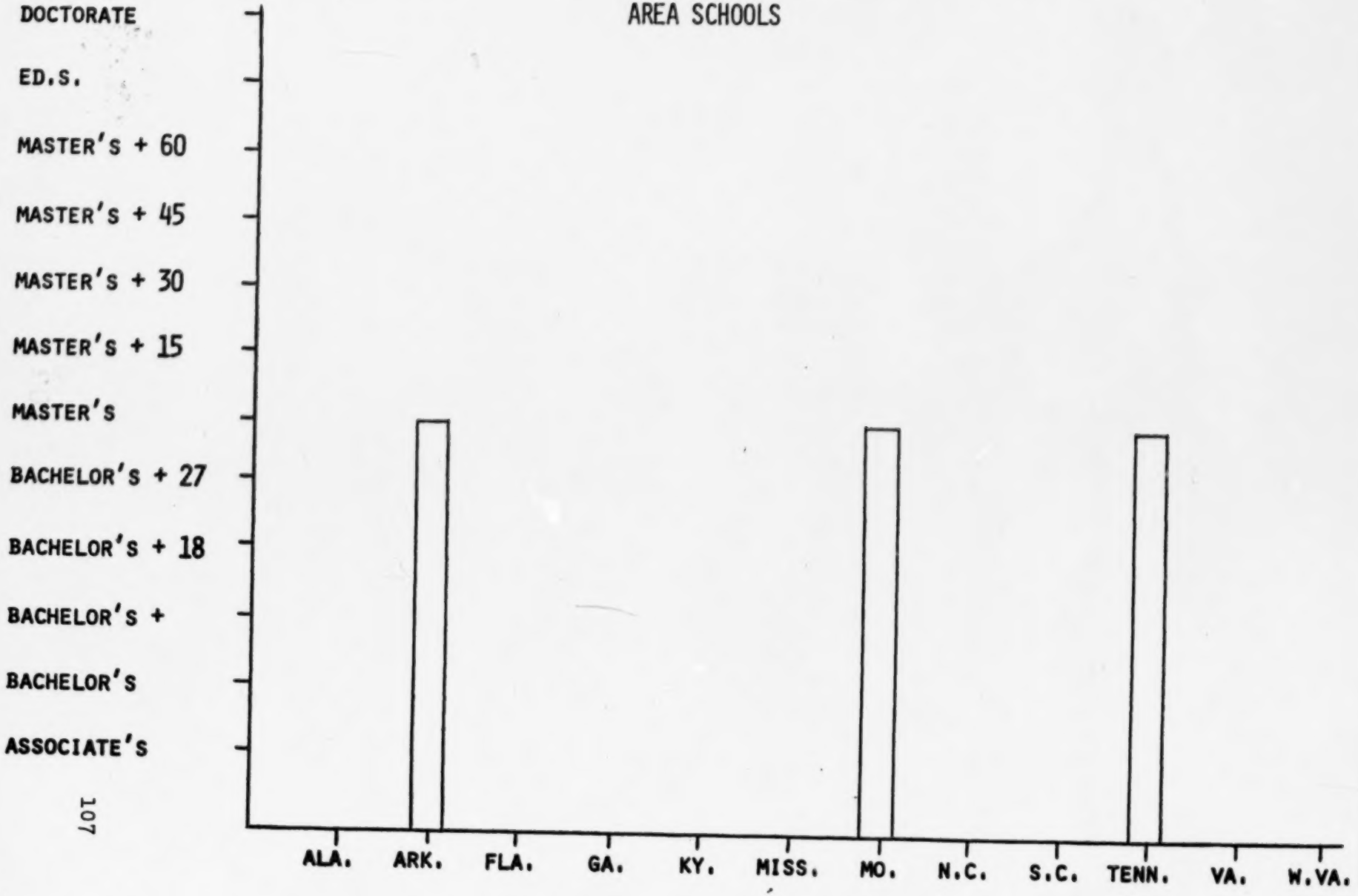
The Director shall have a minimum of a Master's Degree in either vocational education or educational administration and supervision.

TENNESSEE: COORDINATOR OF AREA VOCATIONAL SCHOOLS

The Coordinator shall have a minimum of a Master's Degree with specialization in vocational education administration and supervision from an accredited college or university.

EDUCATIONAL REQUIREMENTS

AREA SCHOOLS



AREA SCHOOLS

EXPERIENCE REQUIREMENTS

ARKANSAS: COORDINATOR OF AREA VOCATIONAL SCHOOLS

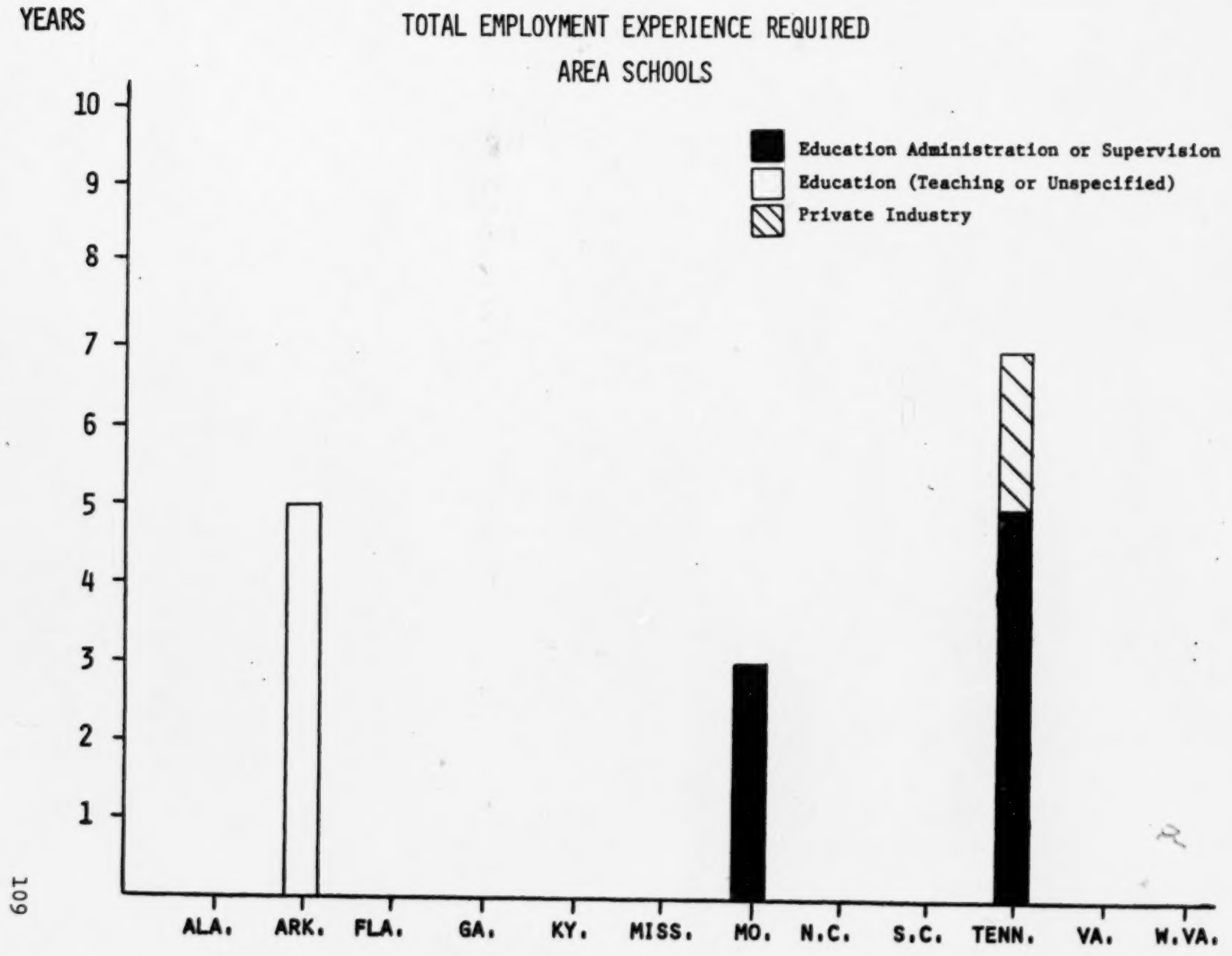
The Coordinator shall have a minimum of five years experience as a teacher, coordinator, local supervisor or local director in a vocational field, teacher educator in a vocational field, or a member of the state vocational education staff.

MISSOURI: AREA VOCATIONAL SERVICES DIRECTOR

The Director shall have three years experience in one or a combination of the following: administration or supervision of an approved program of vocational education; administration of a school system involving vocational education programs.

TENNESSEE: COORDINATOR OF AREA VOCATIONAL SCHOOLS

The Coordinator shall have at least five years administrative and supervisory experience in vocational education. He shall have appropriate occupational employment experience required of vocational technical education teachers.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
AREA SCHOOLS
10
9
8
7
6
5
4
3
2
1
Education Administration or Supervision
Education (Teaching or Unspecified)
Private Industry
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

AREA SCHOOLS

SALARY RANGE

ARKANSAS: COORDINATOR OF AREA VOCATIONAL SCHOOLS

The salary schedule is effective as of April 17, 1972. The annual salary range is from $12,696 to $18,000.

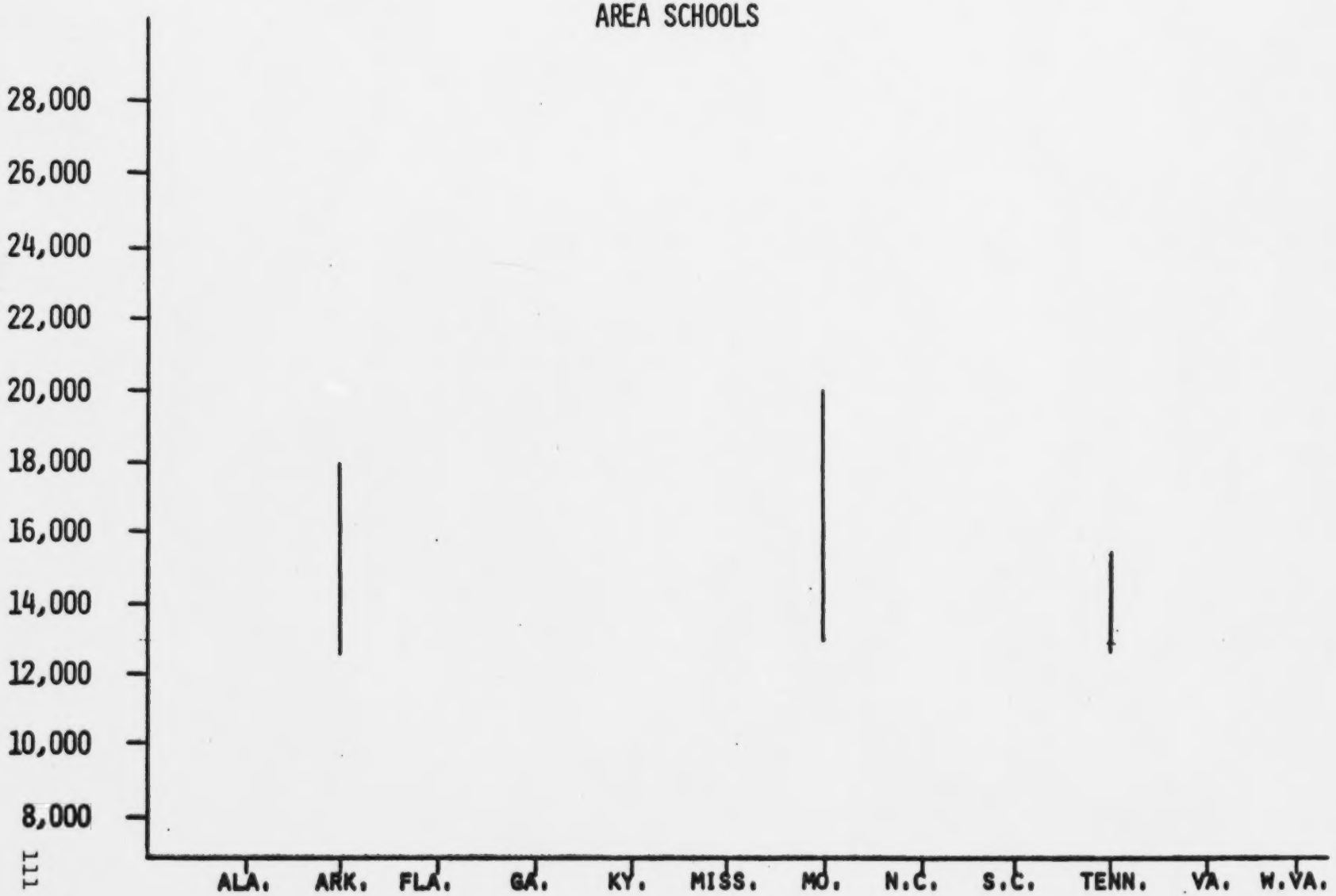
MISSOURI: AREA VOCATIONAL SERVICES DIRECTOR

The salary schedule is effective as of April 19, 1972. The salary ranges from $12,936 through eight steps to $19,992.

TENNESSEE: COORDINATOR OF AREA VOCATIONAL SCHOOLS

The salary schedule is effective as of July 8, 1971. The salary ranges from $12,720 through four steps to $15,360.

SALARY RANGES
AREA SCHOOLS



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ADMINISTRATION - MIDDLE LEVEL

CONSULTANTS

State	Title of Position
KENTUCKY:	Director of Interagency Relations
NORTH CAROLINA:	Chief Consultant - Disadvantaged and Handicapped
	Chief Consultant - Career Awareness and Exploration
WEST VIRGINIA:	State Consultant

CONSULTANTS

JOB DESCRIPTION

KENTUCKY: DIRECTOR OF INTERAGENCY RELATIONS

(No information was supplied for job description.)

NORTH CAROLINA: CHIEF CONSULTANT - DISADVANTAGED AND HANDICAPPED

The Chief Consultant performs advanced and specialized consultative work in the programs, services, or activities in the state's public education system.

CHIEF CONSULTANT - CAREER AWARENESS AND EXPLORATION

The Chief Consultant performs advanced and specialized consultative work in the programs, services, or activities in the state's public education system.

WEST VIRGINIA: STATE CONSULTANT

The State Consultant shall provide such specialized assistance in areas, services, or activities as assigned by an Assistant State Director.

CONSULTANTS

EDUCATIONAL REQUIREMENTS

KENTUCKY: DIRECTOR OF INTERAGENCY RELATIONS

The Director shall hold a Master's Degree from an accredited college or university and have four years of progressively responsible experience working with vocational education programs or in a field related to his area of responsibility, two years of which must have been in a supervisory capacity; or
A Bachelor's Degree with five years of progressively responsible experience working with vocational education programs or in a field related to his area of responsibility, two years of which must have been in a supervisory capacity; or
A Bachelor's Degree and an equivalent combination of related experiences. He shall hold the Kentucky education certificate.

NORTH CAROLINA: CHIEF CONSULTANT - DISADVANTAGED AND HANDICAPPED

The Chief Consultant shall have a Master's Degree in the special field to which assigned.

CHIEF CONSULTANT - CAREER AWARENESS AND EXPLORATION

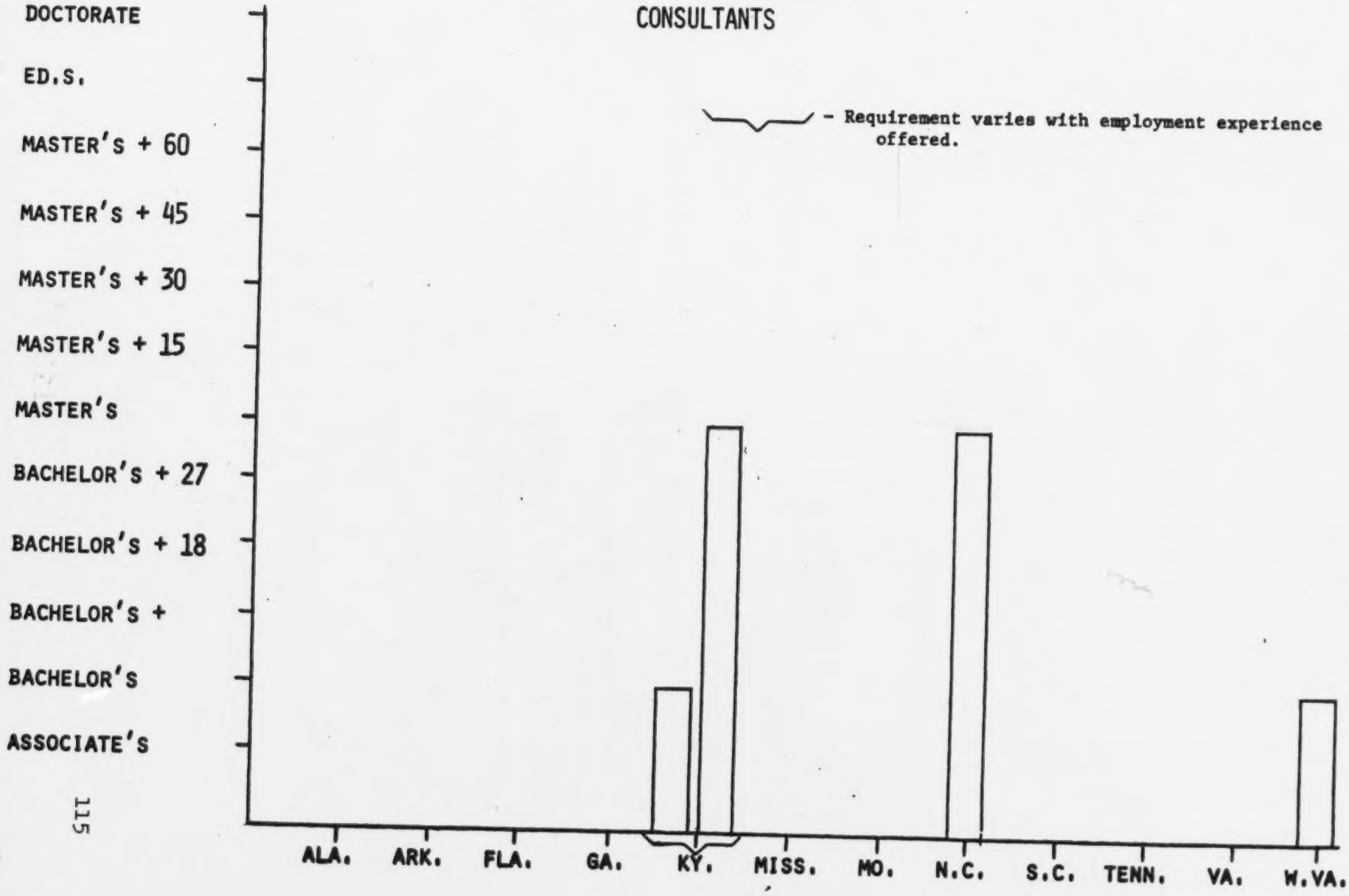
The Chief Consultant shall have a Master's Degree in the special field to which assigned.

WEST VIRGINIA: STATE CONSULTANT

The State Consultant shall have a Bachelor's Degree from an accredited institution with a major field related to his position.

EDUCATIONAL REQUIREMENTS

CONSULTANTS



CONSULTANTS

EXPERIENCE REQUIREMENTS

KENTUCKY: DIRECTOR OF INTERAGENCY RELATIONS

(See Educational Requirements)

NORTH CAROLINA: CHIEF CONSULTANT - DISADVANTAGED AND HANDICAPPED

The Chief Consultant shall have had four years of progressively responsible experience in public education.

CHIEF CONSULTANT - CAREER AWARENESS AND EXPLORATION

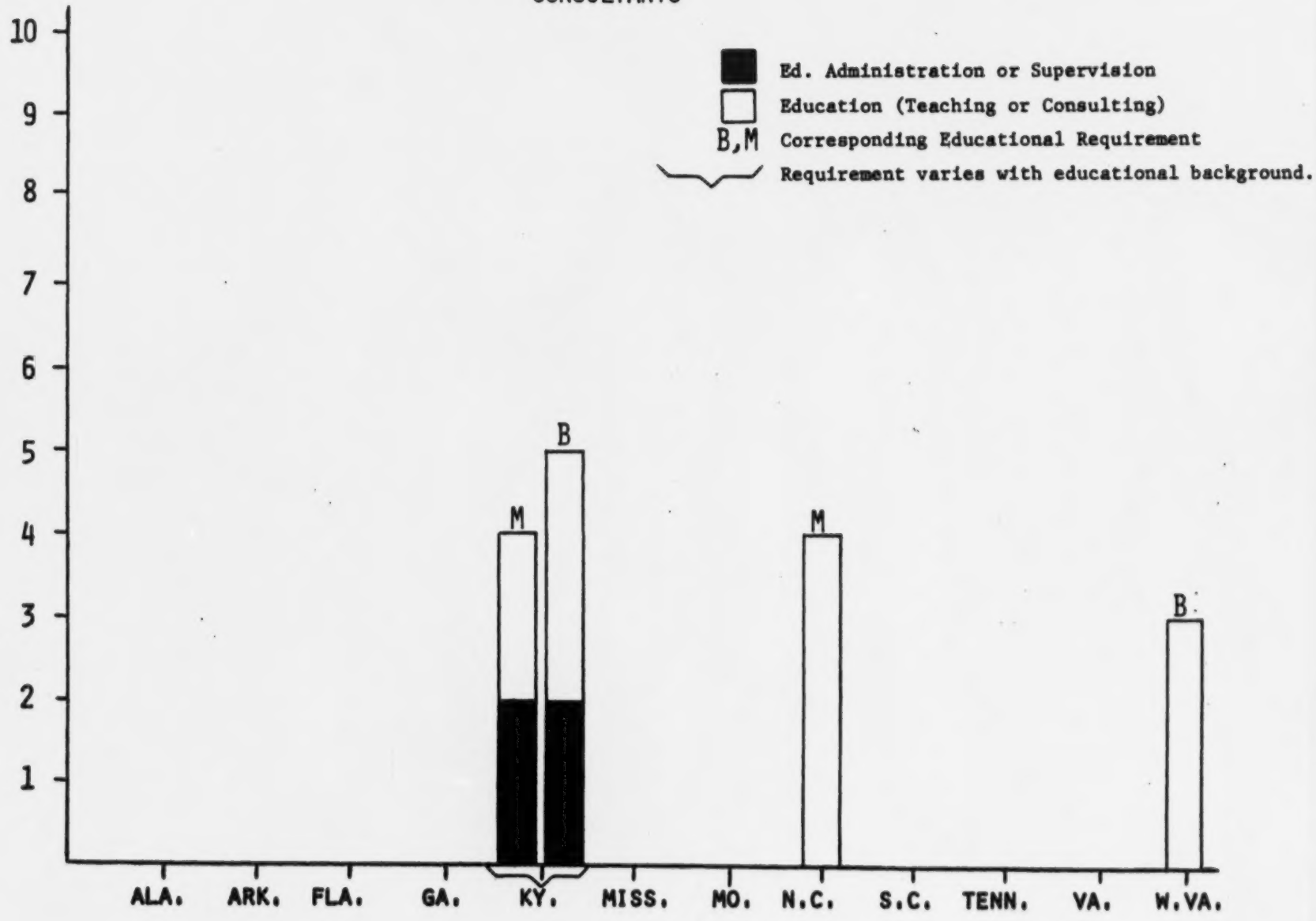
The Chief Consultant shall have had four years of progressively responsible experience in public education.

WEST VIRGINIA: STATE CONSULTANT

The State Consultant shall have had three years experience as a teacher and be recommended as competent in the special area related to his position.

TOTAL EMPLOYMENT EXPERIENCE REQUIREMENTS

CONSULTANTS



CONSULTANTS

SALARY RANGE

KENTUCKY: DIRECTOR OF INTERAGENCY RELATIONS

Salary schedule is in effect March 6, 1972.
Annual salary ranges from $12,576.00 to $17,700.00.

NORTH CAROLINA: CHIEF CONSULTANT - DISADVANTAGED AND HANDICAPPED

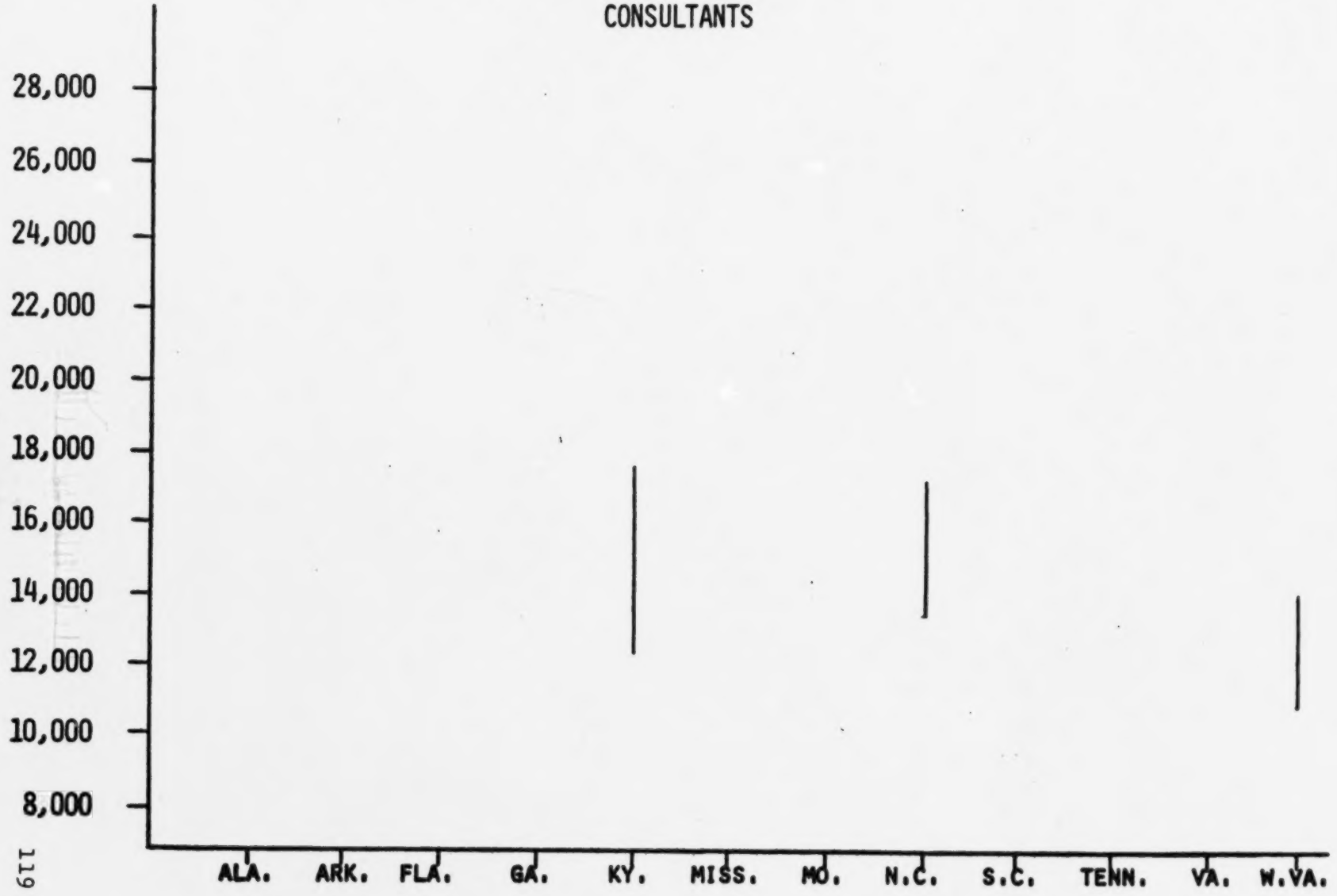
CHIEF CONSULTANT - CAREER AWARENESS AND EXPLORATION

Salary schedule is effective July 1, 1972.
Salary for Chief Consultants ranges from $13,716.00 through four steps to $17,436.00.

WEST VIRGINIA: STATE CONSULTANT

Salary schedule is in effect March 28, 1972.
Salary ranges from $10,980 in four steps to $14,100.

SALARY RANGES
CONSULTANTS



ADMINISTRATION - MIDDLE LEVEL

M.D.T.A. PROGRAMS

State	Title of Position
ARKANSAS:	Supervisor of M.D.T.A. Programs
MISSISSIPPI:	Supervisor of M.D.T.A. Programs
MISSOURI:	Director of M.D.T. Programs
TENNESSEE:	Director of M.D.T. Programs

M.D.T.A. PROGRAMS

JOB DESCRIPTION

ARKANSAS: SUPERVISOR OF M.D.T.A. PROGRAMS

(No information was supplied about the responsibilities of job description.)

MISSISSIPPI: SUPERVISOR OF M.D.T.A. PROGRAMS

(No information was supplied about the responsibilities of job description.)

MISSOURI: DIRECTOR OF M.D.T. PROGRAMS

The Director is responsible for planning, organizing, directing, coordinating, and controlling educational activities in agreement with the provisions of the Manpower Development and Training Act and applicable regulations. He has the responsibility for supervision, coordination, and direction of activities of the supervisory staff and, with their assistance, develops programs or projects as requested by the Division of Employment Security.

TENNESSEE: DIRECTOR OF M.D.T. PROGRAMS

The Director shall report to the Coordinator of Field Services Section, direct the Program of Manpower Development Training throughout the state, direct activities of personnel in the function of supervision as identified by the Table of Organization, and perform such other duties as assigned by the Coordinator of Field Services Section.

M.D.T.A. PROGRAMS

EDUCATIONAL REQUIREMENTS

ARKANSAS: SUPERVISOR OF M.D.T.A. PROGRAMS

The educational requirements for the Supervisor of M.D.T.A. Programs is a Master's Degree with a minimum of eighteen hours in vocational education.

MISSISSIPPI: SUPERVISOR OF M.D.T.A. PROGRAMS

The Head Supervisor must have, as a minimum, a Bachelor's Degree with eighteen hours graduate work completed toward a Master's Degree in the area of assignment.

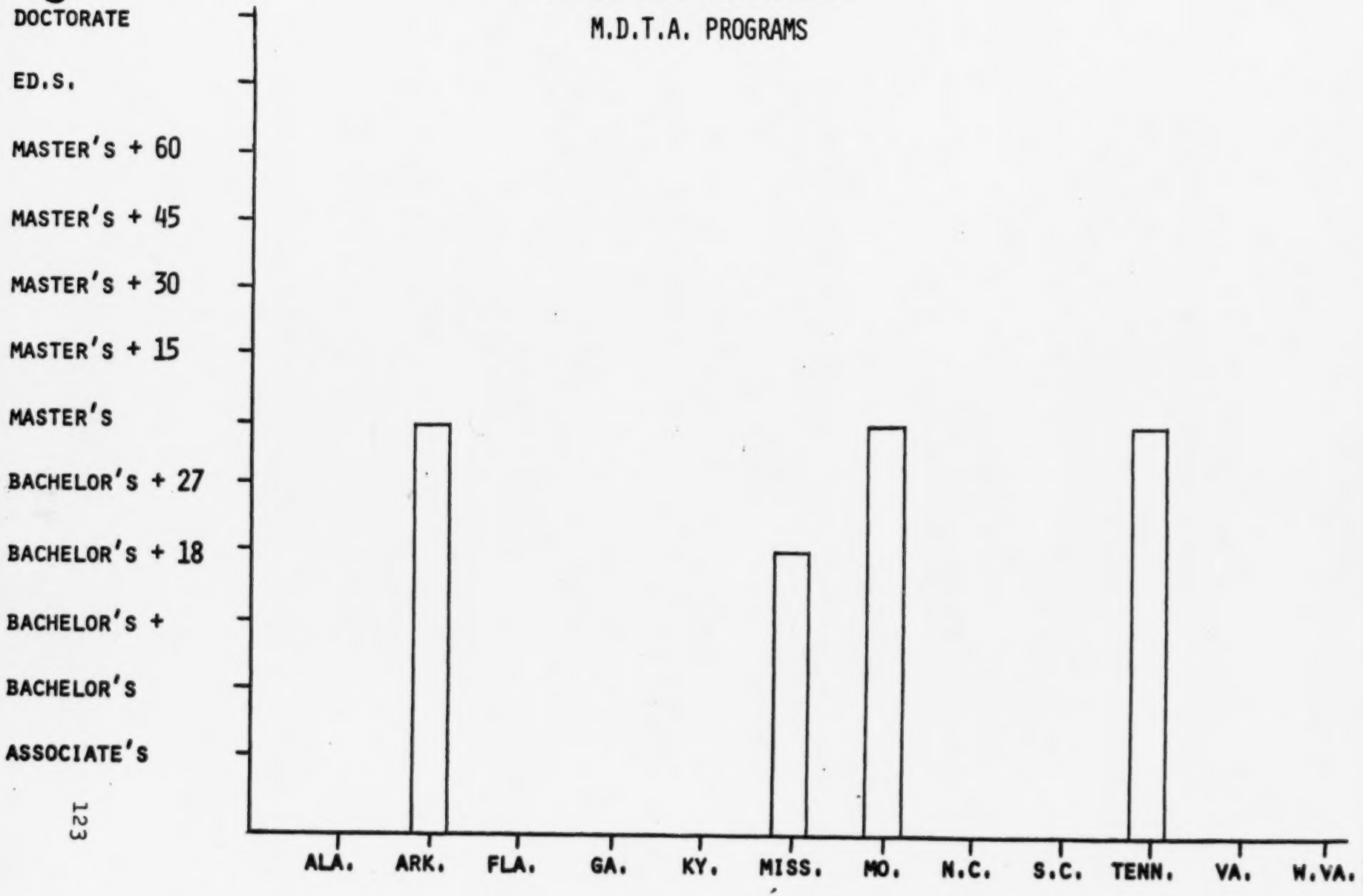
MISSOURI: DIRECTOR OF M.D.T. PROGRAMS

The Director shall have a minimum of a Master's Degree from a recognized college or university with a major in a vocational area, or a comparable amount of training relating directly to the assignment.

TENNESSEE: DIRECTOR OF M.D.T. PROGRAMS

The Director shall have a Master's Degree with specialization in vocational education.

EDUCATIONAL REQUIREMENTS
M.D.T.A. PROGRAMS



M.D.T.A. PROGRAMS

WORK EXPERIENCE REQUIREMENTS

ARKANSAS: SUPERVISOR OF M.D.T.A. PROGRAMS

Work experience requirements for the Supervisor of M.D.T.A. Programs shall be a minimum of five years experience as a vocational teacher, vocational coordinator, local supervisor, local director, teacher educator, or a member of the state staff in the field in which he is to serve.

MISSISSIPPI: SUPERVISOR OF M.D.T.A. PROGRAMS

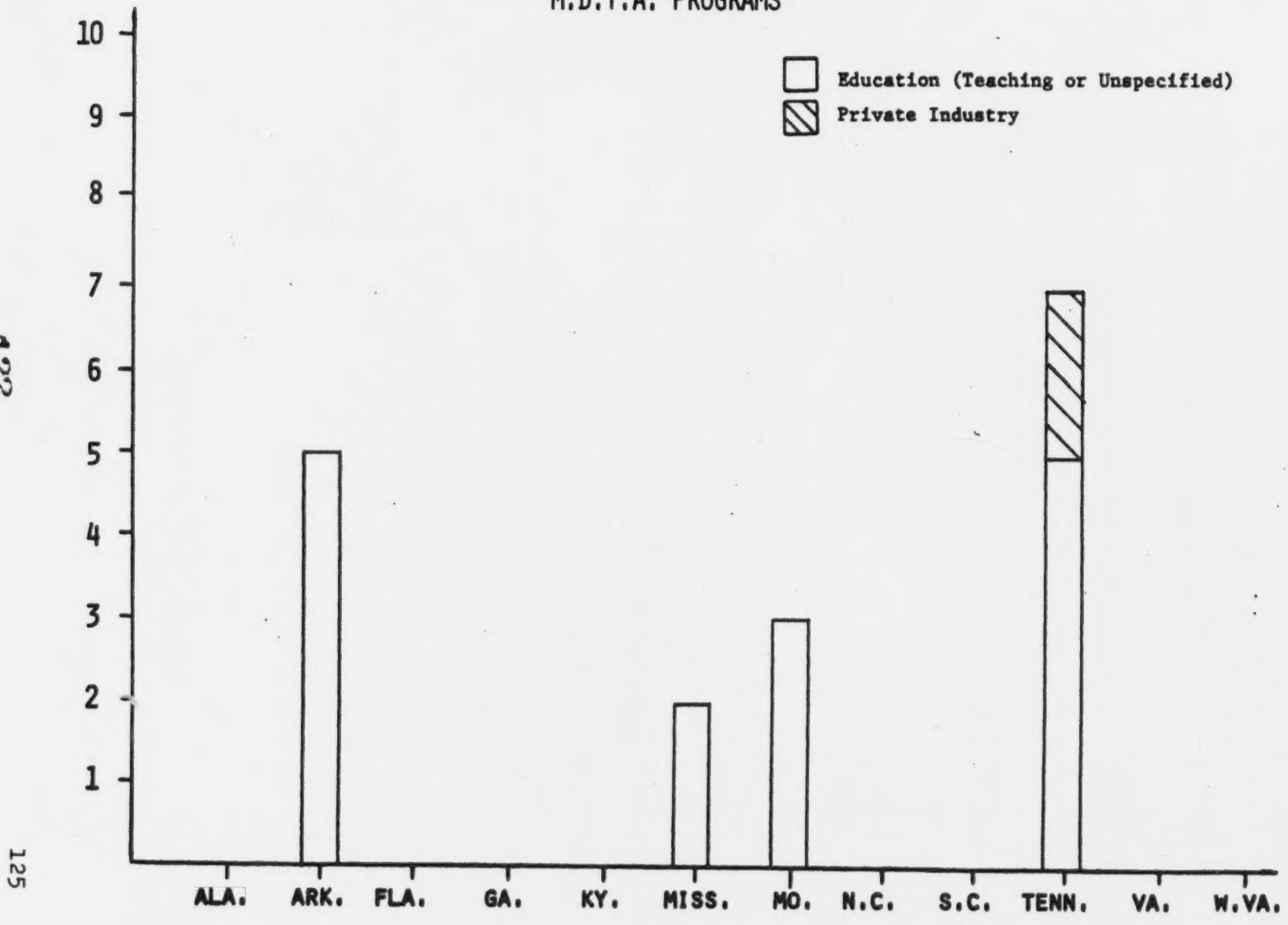
The Supervisor of M.D.T.A. Programs shall have two years successful teaching experience in one of the fields of service in vocational education.

MISSOURI: DIRECTOR OF M.D.T. PROGRAMS

The Director of M.D.T. Programs shall have three or more years of teaching, coordination, supervision or administration of vocational education, or other experience that contributes directly to the understanding of activities of the assignment. Work experience with educational programs for adults or the disadvantaged is very desirable.

TENNESSEE: DIRECTOR OF M.D.T. PROGRAMS

The Director shall have five years of administrative, supervisory, and/or teaching experience in one or more vocational areas plus two years of occupational experience appropriate to duties assigned.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
M.D.T.A. PROGRAMS
Education (Teaching or Unspecified)
Private Industry
10
9
8
7
6
5
4
3
2
1
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

M.D.T.A. PROGRAMS

SALARY RANGE

ARKANSAS: SUPERVISOR OF M.D.T.A. PROGRAMS

The Salary Schedule is effective as of April 17, 1972. The salary ranges from $12,696 to $18,000.

MISSISSIPPI: SUPERVISOR OF M.D.T.A. PROGRAMS

The Salary Schedule is effective as of March 7, 1972. The salary range is from $12,192 to $17,160.

MISSOURI: DIRECTOR OF M.D.T. PROGRAMS

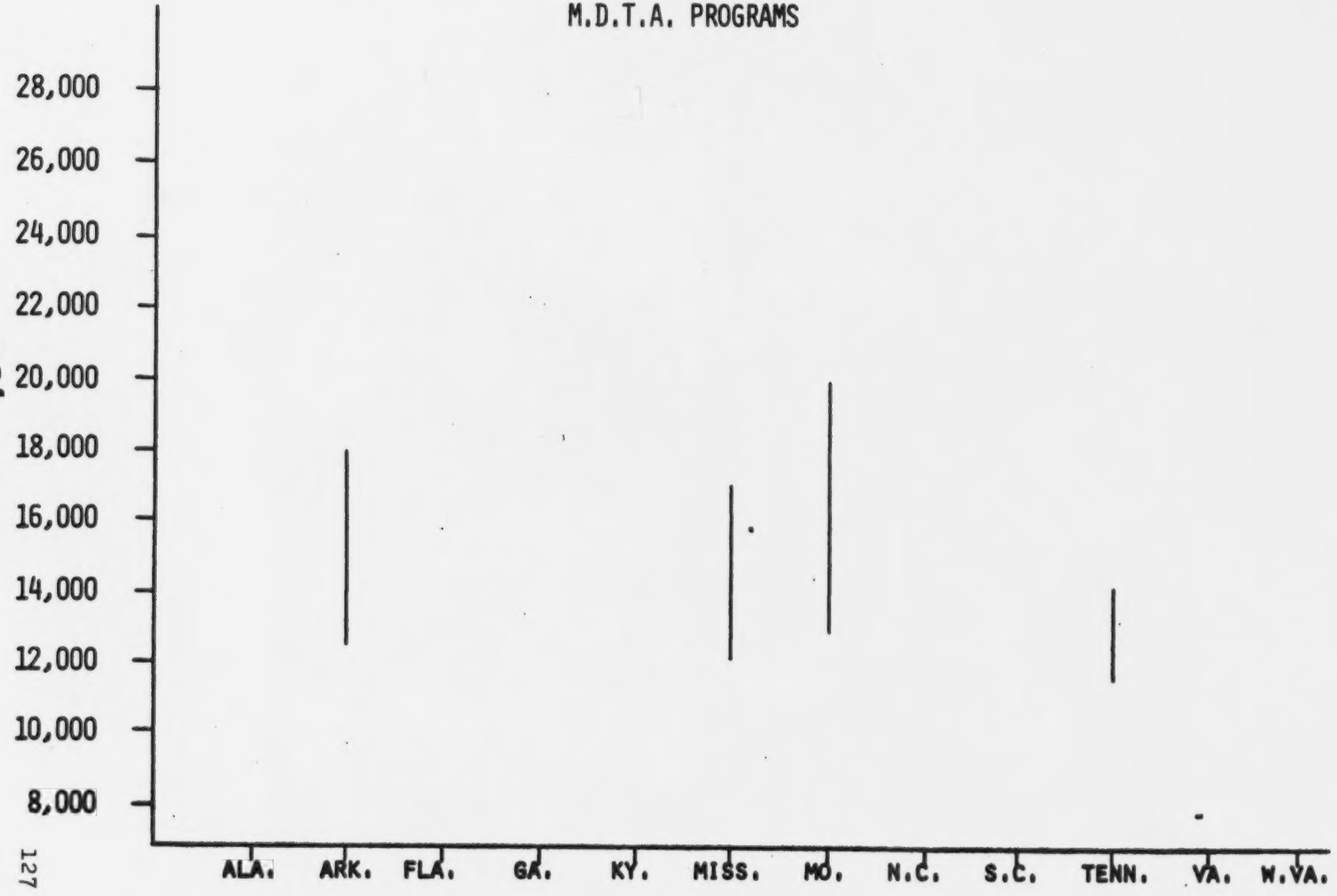
The Salary Schedule is effective as of April 19, 1972. The salary ranges from $12,936 through eight steps to $19,992.

TENNESSEE: DIRECTOR OF M.D.T. PROGRAMS

The Salary Schedule is effective as of July 8, 1971. The salary ranges from $11,760 through five steps to $14,280.

SALARY RANGES

M.D.T.A. PROGRAMS



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ADMINISTRATION - MIDDLE LEVEL

ANCILLARY SERVICES

State	Title of Position
KENTUCKY:	Associate Director of Supporting Ancillary Services
SOUTH CAROLINA:	Chief Supervisor of Ancillary Services
MISSOURI:	Director of Ancillary Services (Full title of this position is: Coordinator of Career Education and Director of Ancillary Services)

ANCILLARY SERVICES

JOB DESCRIPTION

KENTUCKY: ASSOCIATE DIRECTOR OF SUPPORTING ANCILLARY SERVICE

The Director is responsible for the planning, development, and administration of assigned educational programs of moderate scope and does related work as required.

SOUTH CAROLINA: CHIEF SUPERVISOR OF ANCILLARY SERVICES

The Chief is responsible for coordinating the various functions of the office of Ancillary Services. Included in these duties shall be the supervision of the activities of the ancillary personnel office. Major functions include developing the supporting services needed to accelerate the development of efficient and effective vocational education programs. These services include research, vocational media, facilities and equipment, and public relations.

MISSOURI: DIRECTOR OF ANCILLARY SERVICES

The Director assists the State Director of Vocational Education with assignments designated by the Director of Vocational Education. The position involves administrative coordination between the various vocational sections in planning, implementation, supervision, and evaluation of vocational-technical programs as they are administered by the Department of Education. Also, the position involves arranging for vocational pre-service and in-service teacher education programs with the state colleges and the University of Missouri.

ANCILLARY SERVICES

EDUCATIONAL REQUIREMENTS

KENTUCKY: ASSOCIATE DIRECTOR OF SUPPORTING ANCILLARY SERVICES

The Director shall have a Master's Degree from a recognized college or university with appropriate courses in administration and supervision. He shall hold the Kentucky education certificate designated for this position.

SOUTH CAROLINA: CHIEF SUPERVISOR OF ANCILLARY SERVICES

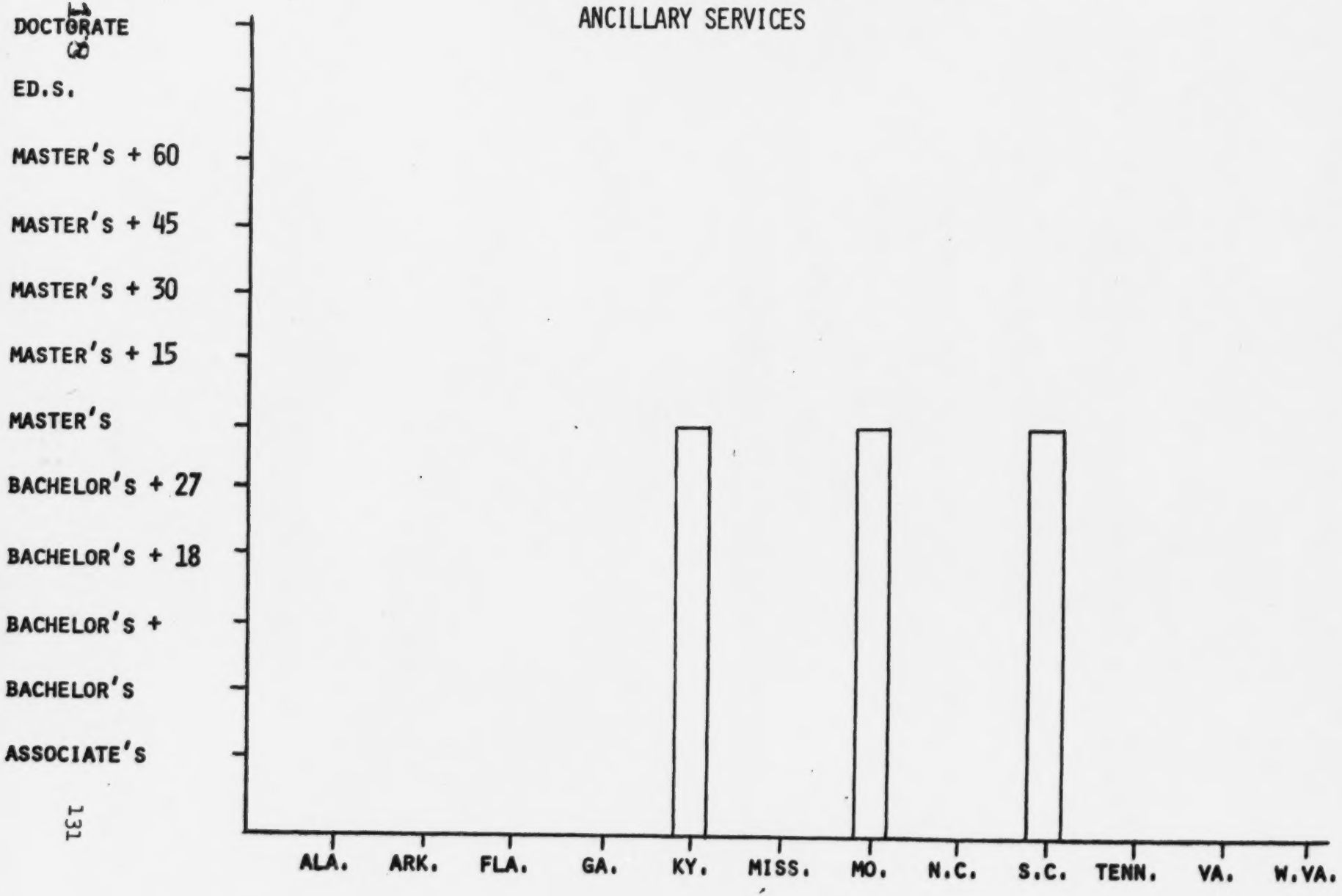
The Chief shall hold the Master's Degree in one area of vocational education from an approved university and qualifications for a teacher's certificate in the area supervised.

MISSOURI: DIRECTOR OF ANCILLARY SERVICES

The Director shall have the Master's Degree in vocational education or educational administration.

EDUCATIONAL REQUIREMENTS

ANCILLARY SERVICES



ANCILLARY SERVICES

WORK EXPERIENCE REQUIREMENTS

KENTUCKY: ASSOCIATE DIRECTOR OF SUPPORTING ANCILLARY SERVICES

The Director shall have a minimum of seven years of administrative or supervisory experience, of which three years shall have been working with vocational education programs.

SOUTH CAROLINA: CHIEF SUPERVISOR OF ANCILLARY SERVICES

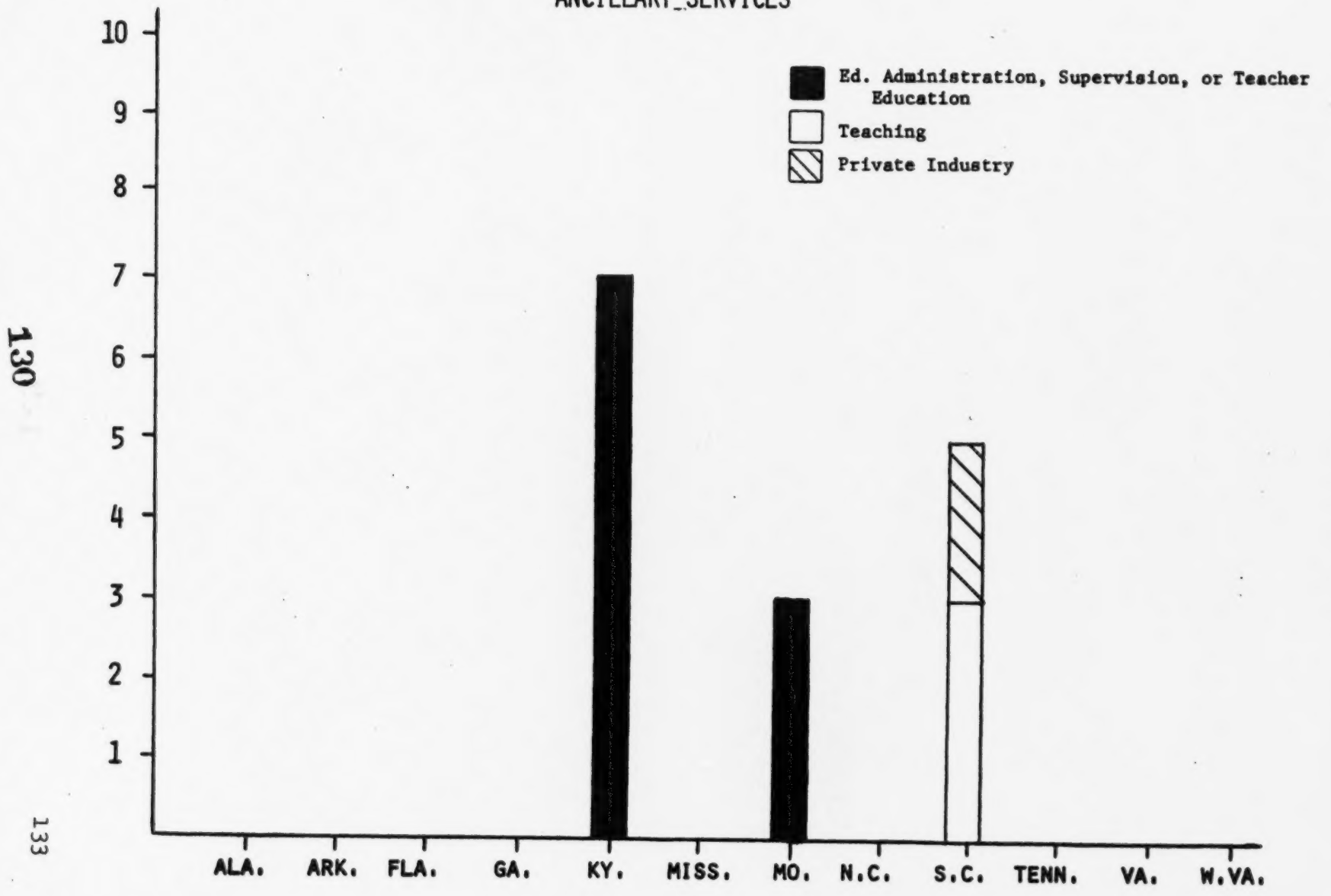
The Chief's position requires a minimum of three years teaching experience and two years experience in one or more occupations in the area of supervision.

MISSOURI: DIRECTOR OF ANCILLARY SERVICES

The Director shall have a minimum of three years experience in one or a combination of: administration or supervision of vocational education, vocational teacher education, and experience as required by the State Board of Education.

TOTAL EMPLOYMENT EXPERIENCE REQUIRED

ANCILLARY SERVICES



ANCILLARY SERVICES

SALARY RANGE

KENTUCKY: ASSOCIATE DIRECTOR OF SUPPORTING ANCILLARY SERVICES

Salary schedule is in effect March 6, 1972.
Salary ranges from $13,860.00 to $18,996.00.

SOUTH CAROLINA: CHIEF SUPERVISOR OF ANCILLARY SERVICES

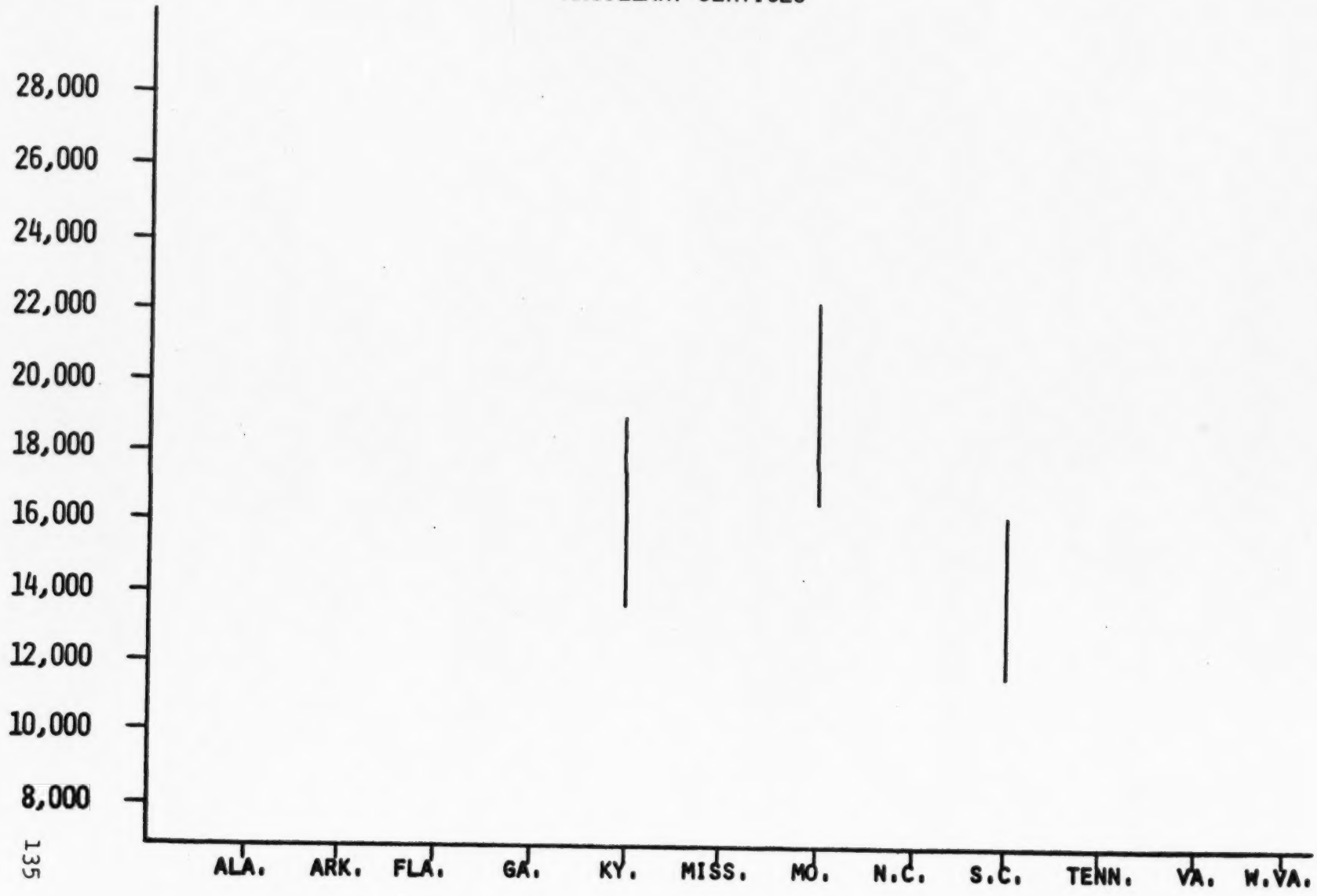
Salary schedule is in effect March 7, 1972.
Salary ranges from $11,825.00 through three steps to $13,690.00.
(Merit maximum range is $16,175.00.)

MISSOURI: DIRECTOR OF ANCILLARY SERVICES

Salary schedule is in effect June 1, 1972.
Salary ranges from $16,488.00 through five steps to $22,192.00.
Currently, the Director is being paid $17,400.00 annually.

SALARY RANGES

ANCILLARY SERVICES



INTRODUCTION TO ADMINISTRATIVE SPECIALTY POSITIONS

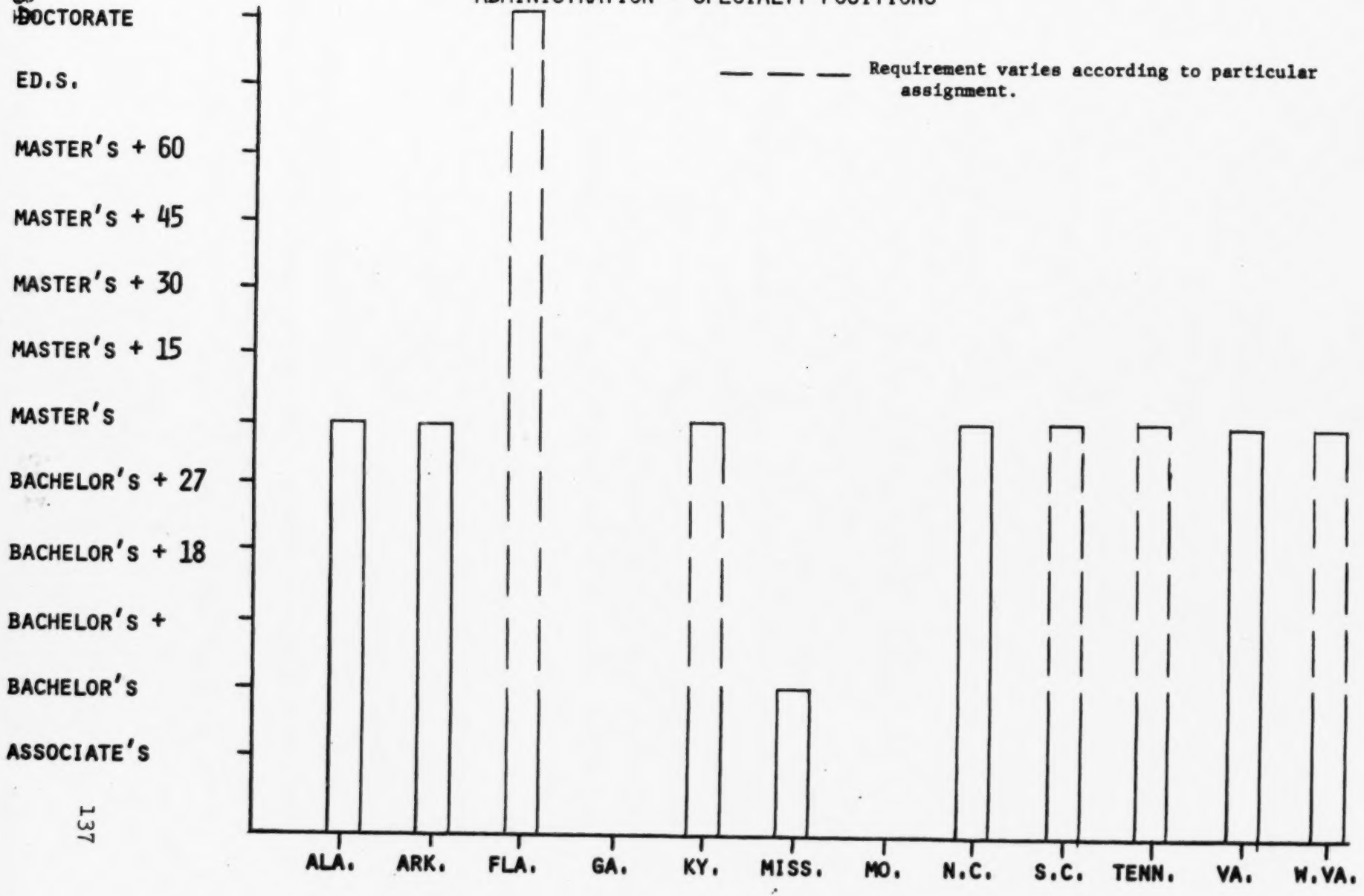
The specialty position level of the State Division of Vocational-Technical Education is identified due to the many specialty positions found in the Division's organizations. Specialty positions are subordinate to middle level management positions in most instances. The persons involved travel throughout the state, but are normally housed in the State Division's central administrative offices. Most specialists report directly to the Assistant Director or Director of the Vocational Education Program as found in most plans of organization.

The positions involved are the vocational guidance specialists, the vocational public relations people, or those who are responsible for vocational facilities or new construction. The people who occupy these positions have extensive work experience backgrounds and in some instances a limited educational background. All positions require at least one degree, while some positions require the Master's Degree. All positions are professional, but the teaching experience is limited or not required.

Three charts are included in each grouping of positions so as to make a quick comparison of educational requirements, work experience requirements, and salary ranges. The possibility of minor error is present due to misinterpretation or deficiencies in the original information received.

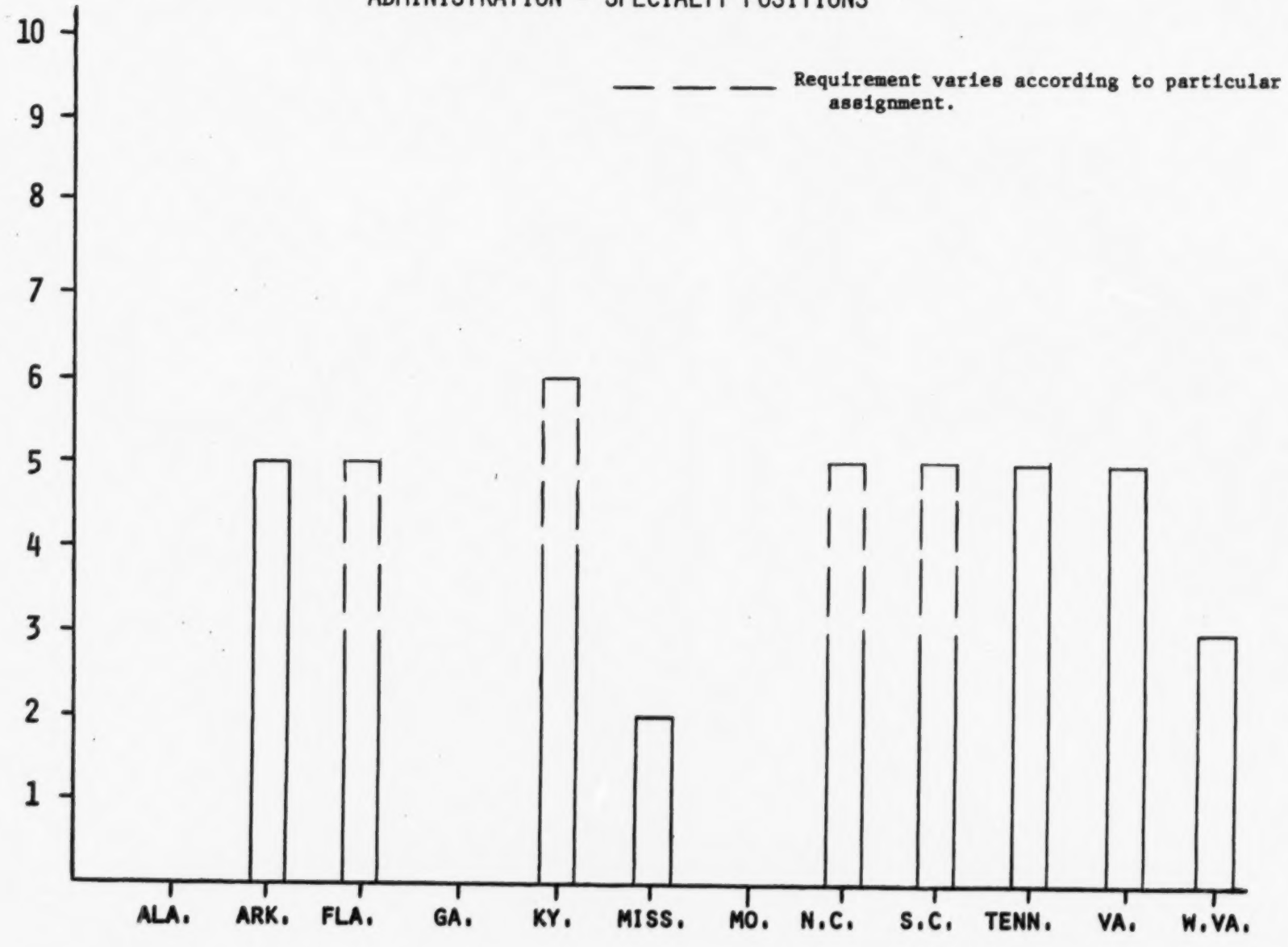
EDUCATIONAL REQUIREMENTS

ADMINISTRATION - SPECIALTY POSITIONS



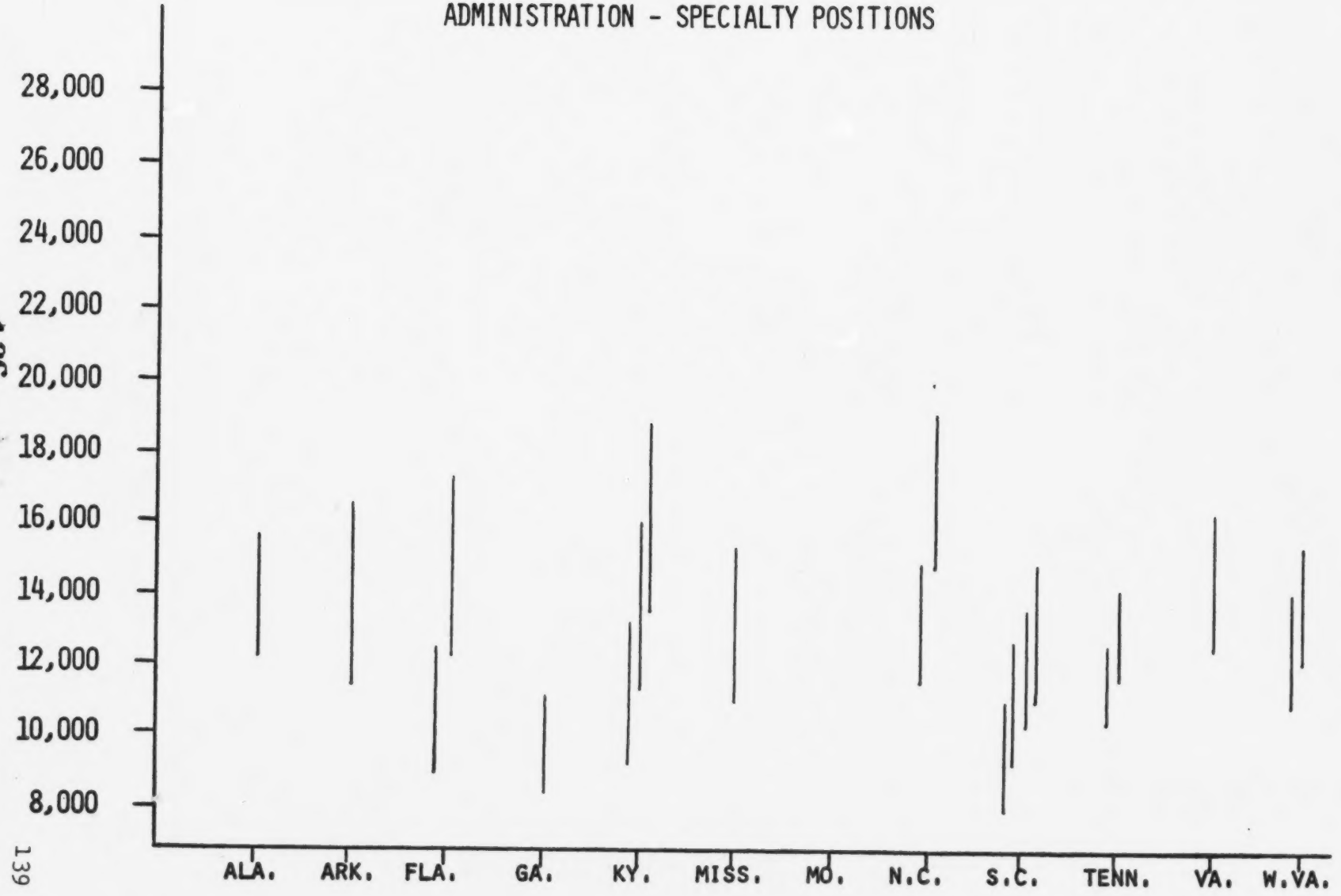
YEARS

TOTAL EMPLOYMENT EXPERIENCE REQUIRED
ADMINISTRATION - SPECIALTY POSITIONS

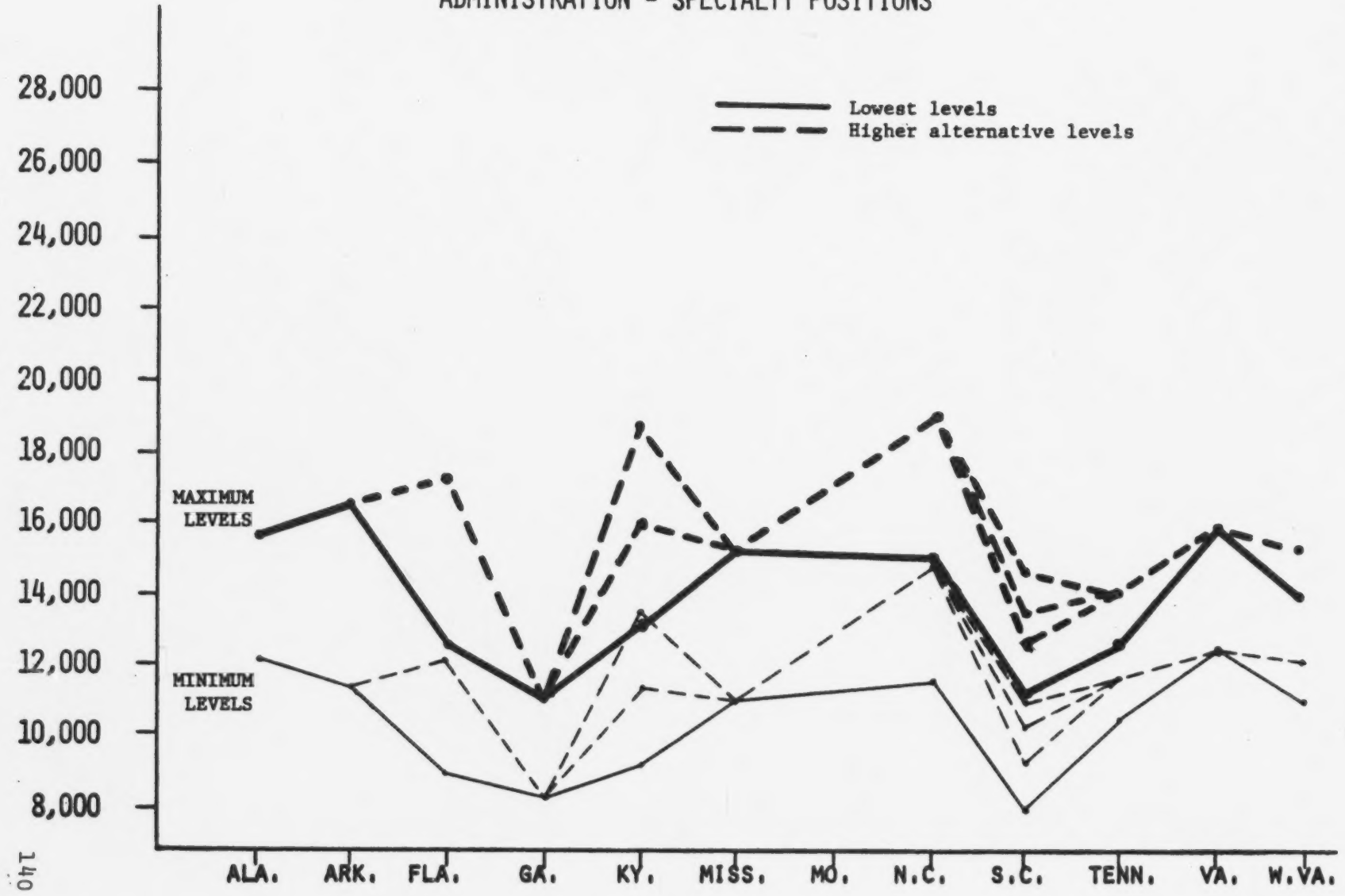


SALARY RANGES

ADMINISTRATION - SPECIALTY POSITIONS



SALARY COMPARISON
ADMINISTRATION - SPECIALTY POSITIONS



ADMINISTRATION - SPECIALTY POSITIONS

SALARY RANGES

For specialty positions in administration, the maximum starting salary is $15,094 in North Carolina. The maximum starting salary in Tennessee is $11,760.

The highest attainable salary in this area is offered by North Carolina at $19,212. In Tennessee the maximum attainable salary is $14,280.

The lowest starting salary is $8,538 found in Georgia. Tennessee's starting salary is $11,760.

INDIVIDUAL STATES

Name	Salary Range		
	Minimum	Mean	Maximum
Alabama	$12,246	$14,040	$15,834
Arkansas	11,652	14,166	16,680
Florida (two entry levels)	9,180 12,324	13,218	12,660 17,256
Georgia	8,538	9,918	11,298
Kentucky (three entry levels)	9,384 11,412 13,860	14,190	13,200 16,056 18,996
Mississippi	11,064	13,314	15,564
Missouri	(No information)		
North Carolina (two entry levels)	11,880 15,094	15,546	15,096 19,212
South Carolina (four entry levels)	9,470 10,200 10,980 13,800	11,562	8,185 10,985 12,790 14,940
Tennessee (two entry levels)	10,320 11,760	12,300	12,790 14,280
Virginia	12,500	14,350	16,200
West Virginia (two entry levels)	10,980 12,180	13,260	14,100 15,540

ADMINISTRATION - SPECIALTY POSITIONS

ADMINISTRATION AND PROGRAM OPERATIONS

State	Title of Position
FLORIDA:	Assistant for Administration
KENTUCKY:	Associate Director for Program Operations
MISSISSIPPI:	Administrative Assistant
NORTH CAROLINA:	Associate Director for Program Operations Administrative Assistant
TENNESSEE:	Director of Statistical Services
	Coordinator of Administrative Services

ADMINISTRATION AND PROGRAM OPERATIONS

JOB DESCRIPTION

FLORIDA: ASSISTANT FOR ADMINISTRATION

The Assistant for Administration assists the Division Director in a variety of administrative matters. He is responsible for formulating, directing, analyzing and recommending changes in policies, rules, and regulations.

KENTUCKY: ASSOCIATE DIRECTOR FOR PROGRAM OPERATIONS

The Associate Director for Program Operations establishes operational methods and procedures and prepares administrative rules, regulations, and policies relating to educational programs.

MISSISSIPPI: ADMINISTRATIVE ASSISTANT

(No information supplied for job description.)

NORTH CAROLINA: ASSOCIATE DIRECTOR FOR PROGRAM OPERATIONS
ADMINISTRATIVE ASSISTANT

The Associate Director for Program Operations is responsible for the administration and coordination of major programs and activities.

(No information supplied for Administrative Assistant.)

TENNESSEE: COORDINATOR OF ADMINISTRATIVE SERVICES

The Coordinator of Administrative Services shall be responsible for directing activities for the efficient receipt, routing, processing, and expediting of local plans, contracts, and agreements submitted by local educational agencies.

DIRECTOR OF STATISTICAL SERVICES

(No information was supplied for the Director of Statistical Services.)

ADMINISTRATION AND PROGRAM OPERATIONS

EDUCATIONAL REQUIREMENTS

FLORIDA: ASSISTANT FOR ADMINISTRATION

The Assistant for Administration shall be graduated from an accredited four-year college or university. Progressively responsible experience may be substituted on a year-for-year basis for the required college training.

KENTUCKY: ASSOCIATE DIRECTOR FOR PROGRAM OPERATIONS

The Associate Director shall be a graduate from a recognized college or university with a Master's Degree which includes appropriate courses in administration and supervision. He shall hold the Kentucky education certificate for this position.

MISSISSIPPI: ADMINISTRATIVE ASSISTANT

(No information supplied.)

NORTH CAROLINA: ASSOCIATE DIRECTOR FOR PROGRAM OPERATIONS
ADMINISTRATIVE ASSISTANT

The Associate Director shall have a Master's Degree.

(No information supplied for Administrative Assistant)

TENNESSEE: COORDINATOR OF ADMINISTRATIVE SERVICES

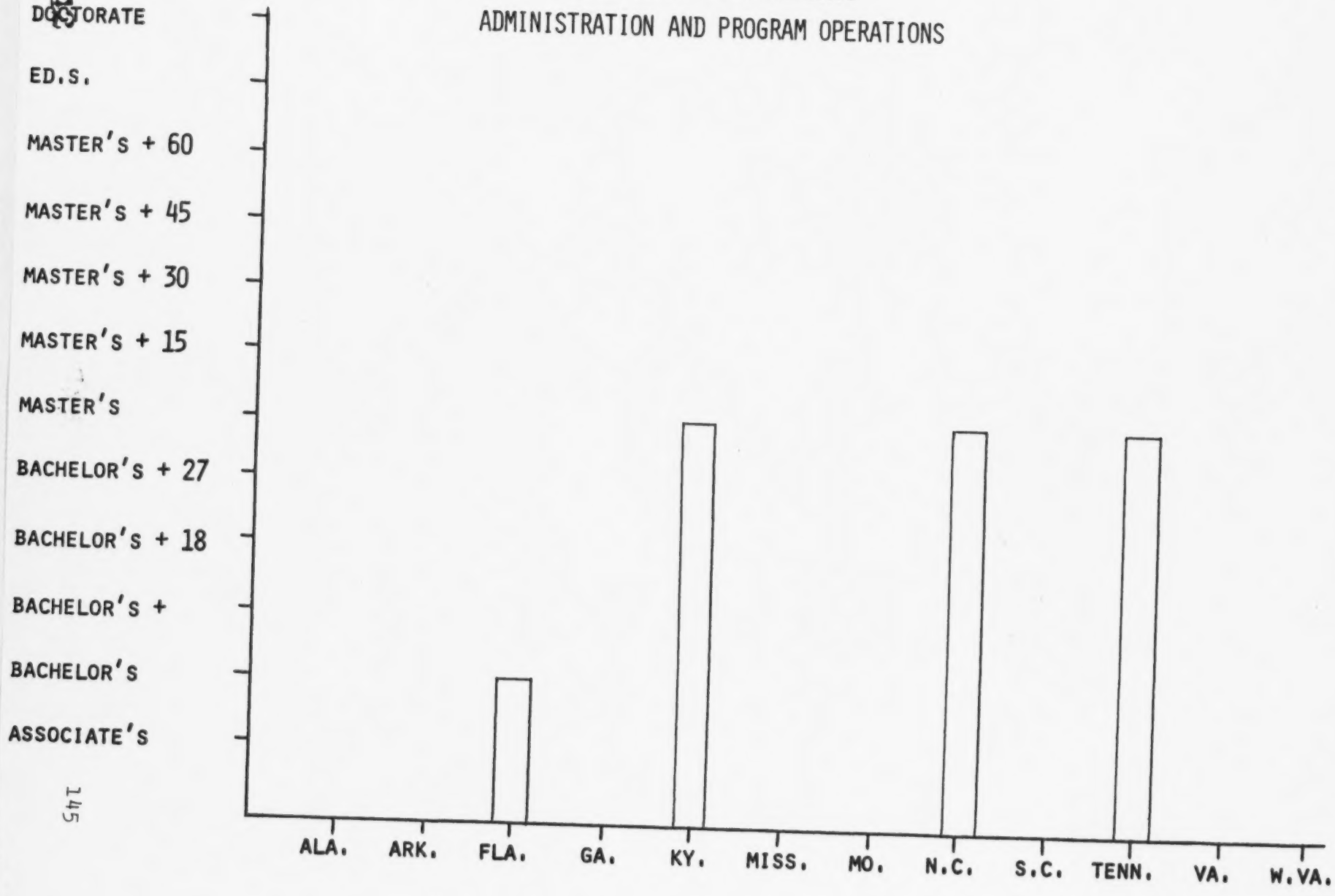
The Coordinator shall have a minimum of a Master's Degree in vocational education from an accredited college or university, with specialization in administration and supervision in one or more occupational areas.

DIRECTOR OF STATISTICAL SERVICES

(No information was supplied for the Director of Statistical Services.)

EDUCATIONAL REQUIREMENTS

ADMINISTRATION AND PROGRAM OPERATIONS



ADMINISTRATION AND PROGRAM OPERATIONS

EXPERIENCE REQUIREMENTS

FLORIDA: ASSISTANT FOR ADMINISTRATION

The Assistant for Administration shall have had four years of experience in staff or administrative work, one year of which must have been in an authoritative position.

KENTUCKY: ASSOCIATE DIRECTOR FOR PROGRAM OPERATIONS

The Associate Director shall have had six years of administrative or supervisory experience, three of which shall be working with vocational education programs.

MISSISSIPPI: ADMINISTRATIVE ASSISTANT

(No information supplied for experience requirements.)

NORTH CAROLINA: ASSOCIATE DIRECTOR FOR PROGRAM OPERATIONS

ADMINISTRATIVE ASSISTANT

The Associate Director shall have had five years of progressively responsible experience in public education with two years being in a supervisory capacity.

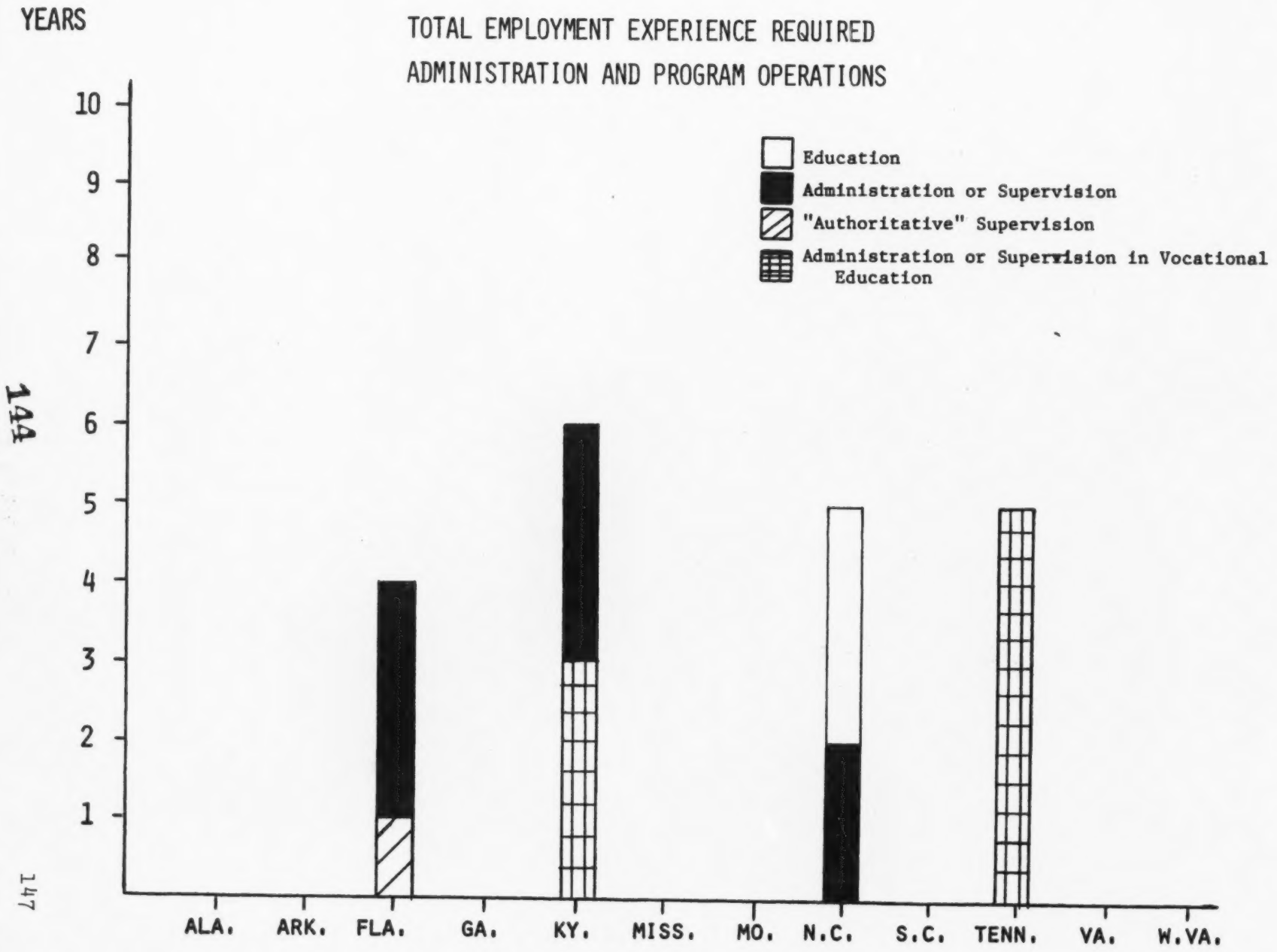
(No information supplied for experience requirements of Administrative Assistant.)

TENNESSEE: COORDINATOR OF ADMINISTRATIVE SERVICES

The Coordinator shall have had five years of successful administrative and supervisory experience in vocational education.

DIRECTOR OF STATISTICAL SERVICES

(No information was supplied for the Director of Statistical Services.)


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
ADMINISTRATION AND PROGRAM OPERATIONS
10
9
8
7
6
5
4
3
2
1
Education
Administration or Supervision
"Authoritative" Supervision
Administration or Supervision in Vocational Education
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

ADMINISTRATION AND PROGRAM OPERATIONS

SALARY RANGE

FLORIDA: ASSISTANT FOR ADMINISTRATION

The Salary Schedule was effective January 1, 1972. The annual salary ranges from $9,180 to $12,660.

KENTUCKY: ASSOCIATE DIRECTOR FOR PROGRAM OPERATIONS

The Salary Schedule was effective March 6, 1972. The salary ranges from $13,860 to $18.996.

MISSISSIPPI: ADMINISTRATIVE ASSISTANT

(No information supplied concerning salary.)

NORTH CAROLINA: ASSOCIATE DIRECTOR FOR PROGRAM OPERATIONS

ADMINISTRATIVE ASSISTANT

The Salary Schedule is effective July 1, 1972. The salary ranges from $15,096 through four steps to $19,212.

(No information supplied concerning salary of Administrative Assistant.)

TENNESSEE: DIRECTOR OF STATISTICAL SERVICES

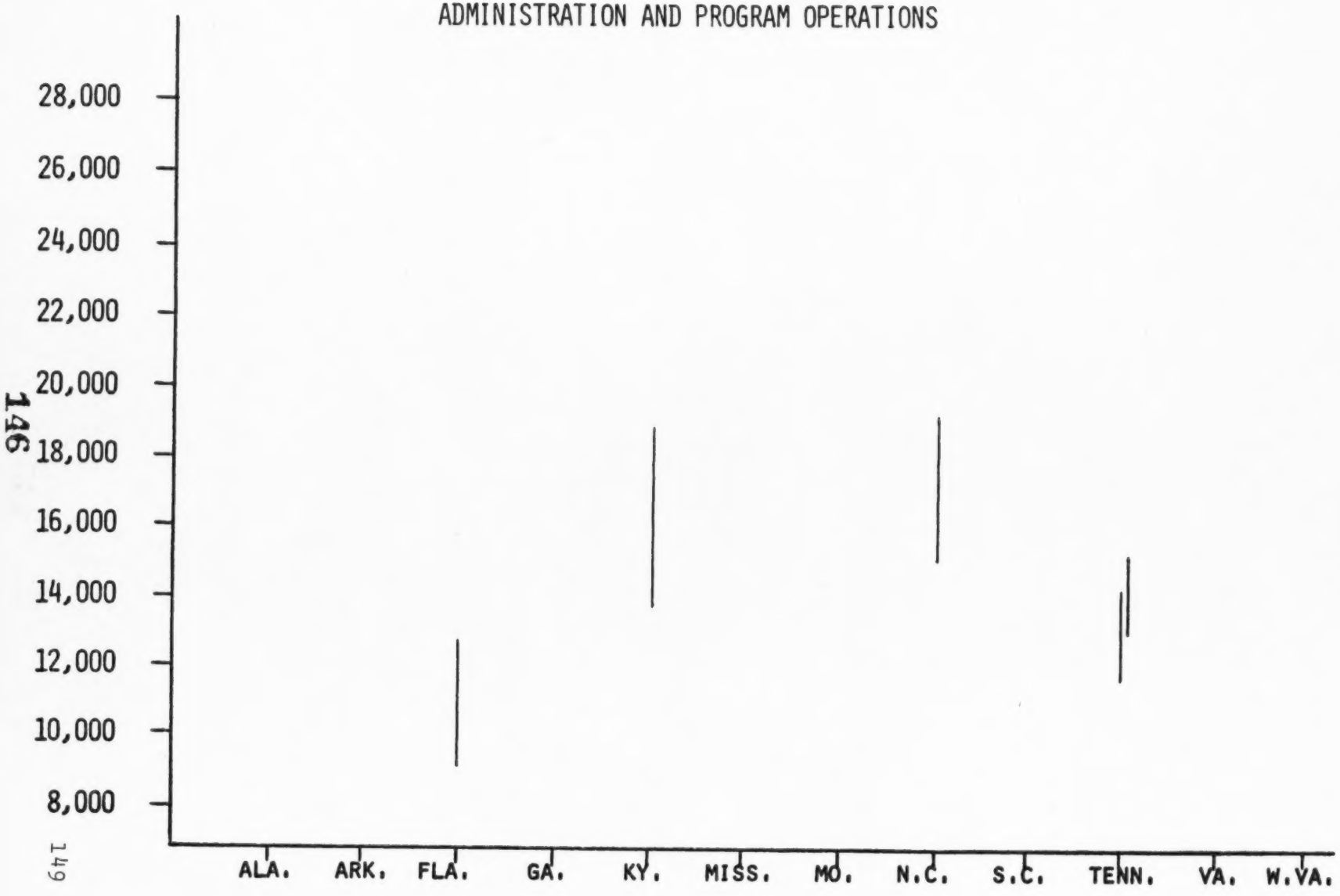
The Salary Schedule was effective July 8, 1971. The salary ranges from $11,760 through four steps to $14,280.

COORDINATOR OF ADMINISTRATIVE SERVICES

The Salary Schedule was effective July 8, 1971. The salary ranges from $12,920 through $15,360.

SALARY RANGES

ADMINISTRATION AND PROGRAM OPERATIONS



ADMINISTRATION - SPECIALTY POSITIONS

CONSULTANTS

State	Title of Position
NORTH CAROLINA:	Curriculum Development Consultant
SOUTH CAROLINA:	Consultant for Work Study
	Consultant for Teacher Education
	Liaison Consultant for Business and Industry
FLORIDA:	Consultant, Community Relations

CONSULTANTS

JOB DESCRIPTION

NORTH CAROLINA: CURRICULUM DEVELOPMENT CONSULTANT

The Consultant is responsible for developing curricula in the state's public education system.

SOUTH CAROLINA: CONSULTANT FOR WORK STUDY

The Consultant has responsibilities of an instructional, supervisory, and evaluative nature.

CONSULTANT FOR TEACHER EDUCATION

The Consultant has responsibilities of an instructional, supervisory, and evaluative nature.

LIAISON CONSULTANT FOR BUSINESS AND INDUSTRY

The Consultant is responsible for the general supervision of his assigned area. The position is of an instructional, supervisory and evaluative nature.

FLORIDA: CONSULTANT, COMMUNITY RELATIONS

The Consultant is responsible for consulting and assisting in the administration and coordination of vocational education programs on the state, county, and local levels. His specific responsibilities deal with coordinating vocational relations between the state division of vocational education and all community colleges.

CONSULTANTS

EDUCATIONAL REQUIREMENTS

NORTH CAROLINA: CURRICULUM DEVELOPMENT CONSULTANT

The Consultant shall have a Master's Degree in the special field to which assigned.

SOUTH CAROLINA: CONSULTANT FOR WORK STUDY

The Consultant shall have a Master's Degree in one of the vocational services. (See Field Supervision - Top Level)

CONSULTANT FOR TEACHER EDUCATION

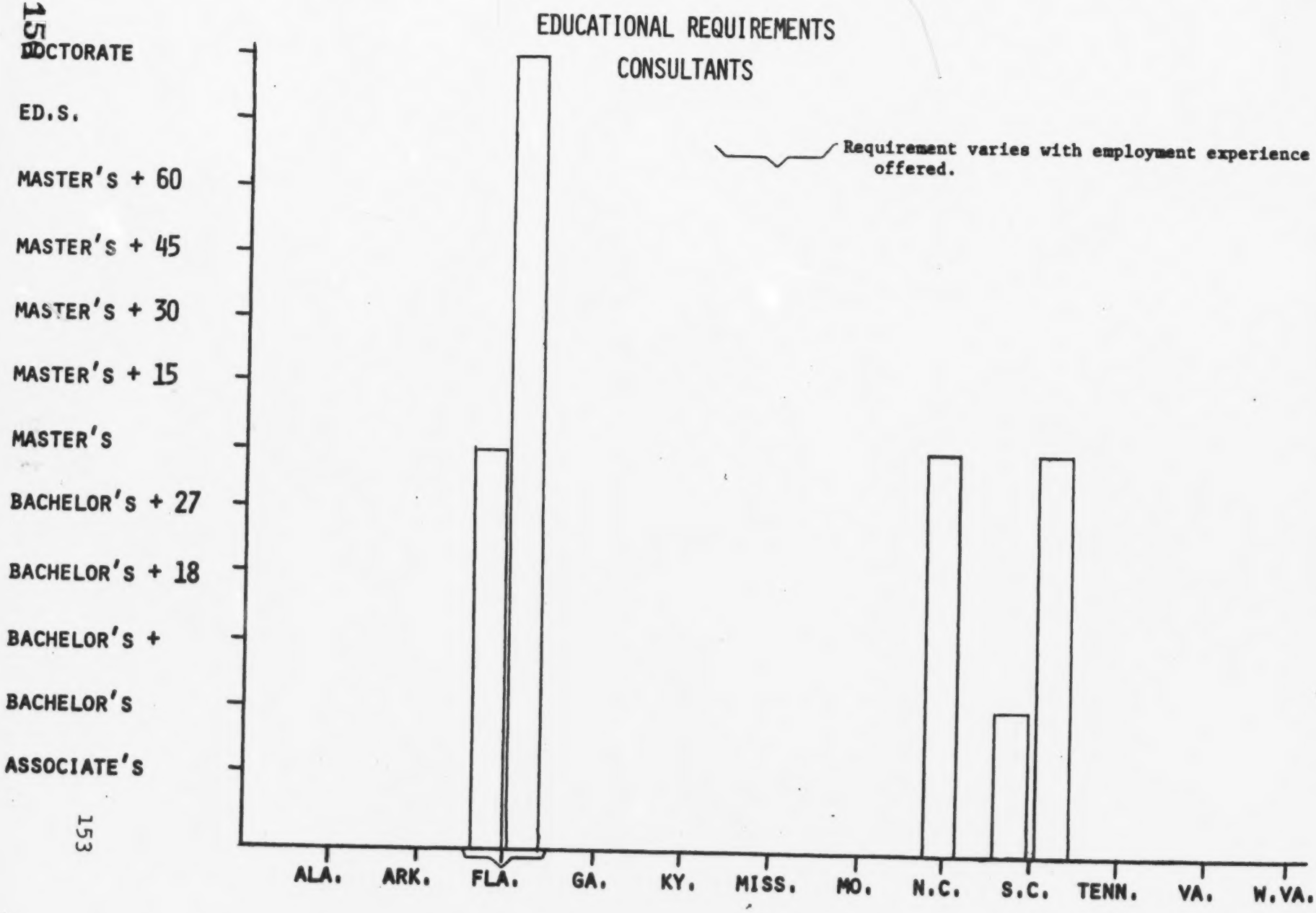
The Consultant shall have a Master's Degree in one or more of the vocational services. (See Field Supervision - Top Level)

LIAISON CONSULTANT FOR BUSINESS AND INDUSTRY

The Consultant shall have a Bachelor's Degree and a broad understanding of vocational education as demonstrated by performance or as received from training.

FLORIDA: CONSULTANT, COMMUNITY RELATIONS

The Consultant II position requires a Master's Degree in vocational education or a Doctor's Degree with major work in vocational education.


EDUCATIONAL REQUIREMENTS
CONSULTANTS
Requirement varies with employment experience offered.
DOCTORATE
ED.S.
MASTER'S + 60
MASTER'S + 45
MASTER'S + 30
MASTER'S + 15
MASTER'S
BACHELOR'S + 27
BACHELOR'S + 18
BACHELOR'S +
BACHELOR'S
ASSOCIATE'S
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

CONSULTANTS

EXPERIENCE REQUIREMENTS

NORTH CAROLINA: CURRICULUM DEVELOPMENT CONSULTANT

The Consultant shall have three years of experience in public education, preferably as a teacher, or an equivalent combination of education and experience.

SOUTH CAROLINA: CONSULTANT FOR WORK STUDY

The Consultant shall have a minimum of three years teaching experience and two years experience in one or more occupations in the field supervised.

CONSULTANT FOR TEACHER EDUCATION

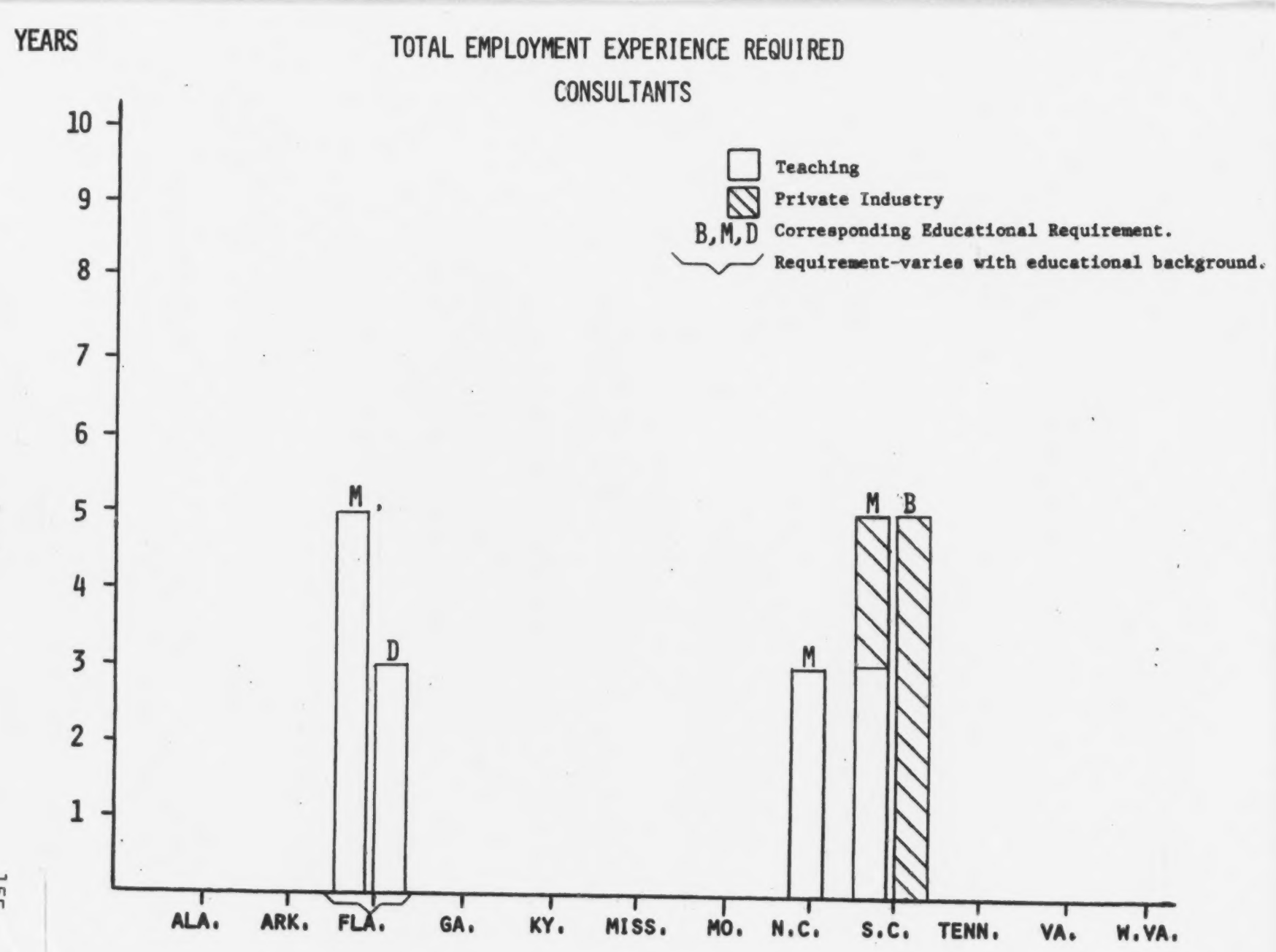
The Consultant shall have a minimum of three years teaching experience and two years experience in one or more occupations in the field supervised.

LIAISON CONSULTANT FOR BUSINESS AND INDUSTRY

The Consultant shall have a minimum of five years experience at a managerial level in business or industry.

FLORIDA: CONSULTANT, COMMUNITY RELATIONS

The Consultant shall have five years of experience in vocational teaching or administration of vocational education programs. If a Doctor's Degree is presented, three years of experience in teaching or administrative work is required.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
CONSULTANTS
10
9
8
7
6
5
4
3
2
1
Teaching
Private Industry
B,M,D Corresponding Educational Requirement.
Requirement-varies with educational background.
M
D
M
M
B
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

CONSULTANTS

SALARY RANGES

NORTH CAROLINA: CURRICULUM DEVELOPMENT CONSULTANT

Salary schedule is effective July 1, 1972.
It ranges from $11,880.00 through four steps to $15.096.00. (Education Consultant I)

SOUTH CAROLINA: CONSULTANT FOR WORK STUDY

Salary schedule is effective June 5, 1972.
It ranges from $9,470.00 through three steps to $10,965.00.
Maximum merit range is to $12,790.00.

CONSULTANT FOR TEACHER EDUCATION

Salary schedule is effective June 5, 1972.
It ranges from $10,200.00 through three steps to $11,810.00.
Maximum merit range is to $13,800.00.

LIAISON CONSULTANT FOR BUSINESS AND INDUSTRY

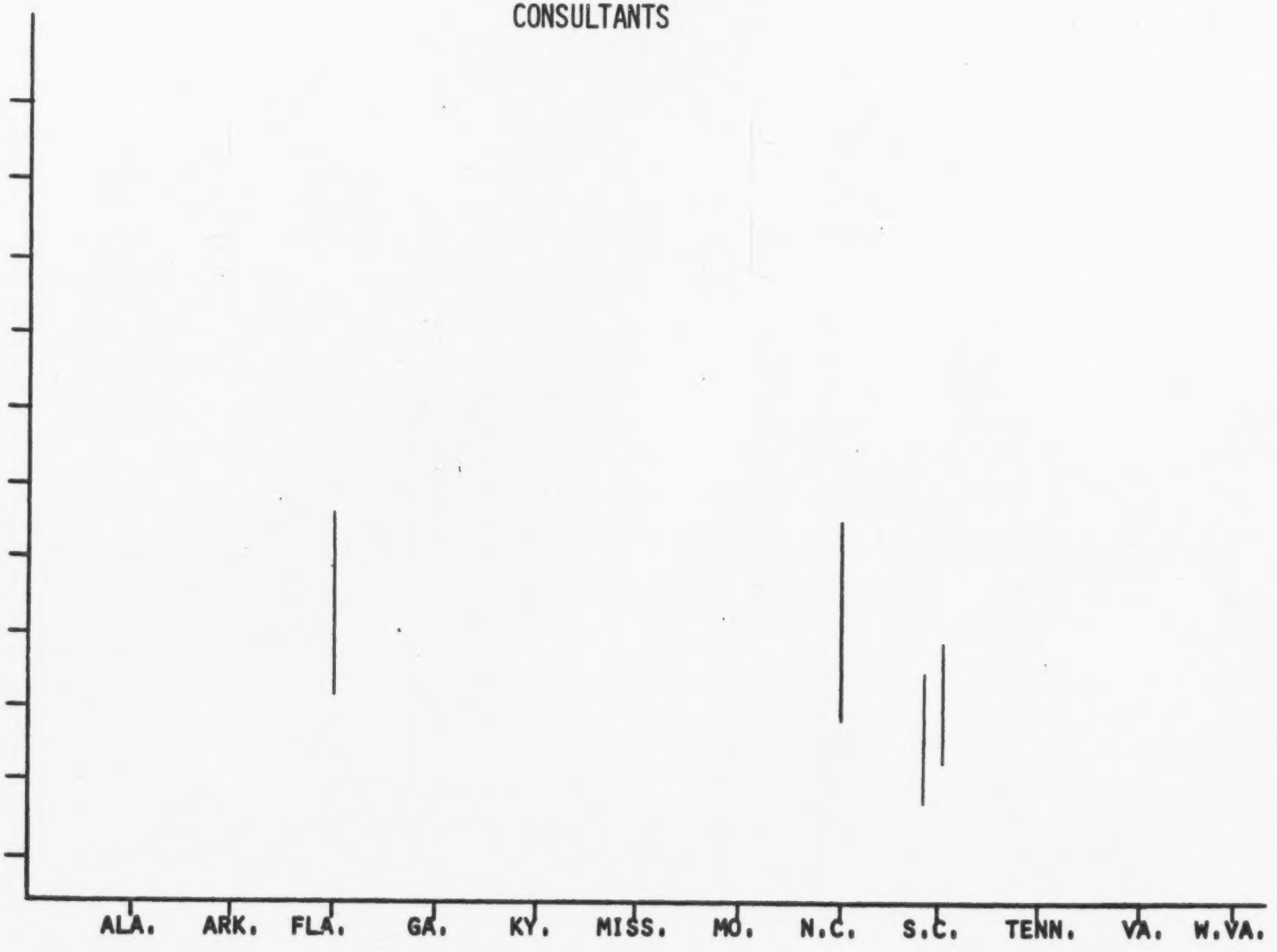
Salary schedule is effective June 5, 1972.
It ranges from $9,470.00 through three steps to $10,965.00.
Maximum merit range is to $12,790.00

FLORIDA: CONSULTANT, COMMUNITY RELATIONS

Salary schedule is effective January 1, 1972.
It ranges from $12,324.00 through three steps to $17,256.00.

SALARY RANGES

CONSULTANTS



ADMINISTRATION SPECIALTY POSITIONS

VOCATIONAL GUIDANCE

State	Title of Position
ALABAMA:	Supervisor (III) Vocational Counselor
KENTUCKY:	Coordinator of Vocational Guidance Services
SOUTH CAROLINA:	Vocational Guidance Consultant
TENNESSEE:	Supervisor of Vocational Guidance
VIRGINIA:	Coordinator of Other Agencies and Guidance

VOCATIONAL GUIDANCE

JOB DESCRIPTION

ALABAMA: SUPERVISOR (III) VOCATIONAL COUNSELOR

The Supervisor is involved in directing a statewide vocational guidance program. He is responsible for planning, directing, and coordinating the advisory, supervisory, and consultative services rendered to local boards of education, schools and teacher training institutions in the area of Vocational Counseling.

KENTUCKY: COORDINATOR OF VOCATIONAL GUIDANCE SERVICES

The Coordinator administers and supervises the various phases of the statewide guidance program and is e responsible for other related work as required.

SOUTH CAROLINA: VOCATIONAL GUIDANCE CONSULTANT

The Consultant is responsible for the general supervision of his respective assigned areas and he assigns responsibilities to the Assistant and District Consultants. His basic responsibilities are instructional, supervisory, and evaluative.

TENNESSEE: SUPERVISOR OF VOCATIONAL GUIDANCE

The Supervisor is responsible to the Coordinator of Program Services Section. His primary responsibility is to provide for the necessary supervision of the statewide Vocational Guidance Program. He is responsible for continuous evaluation in order for instruction to be suited to the needs and ability of those enrolled in vocational programs throughout the state.

VIRGINIA: COORDINATOR OF OTHER AGENCIES AND GUIDANCE

The Coordinator is responsible for the general coordination of the activities of the Vocational Division with those of other agencies having responsibility with vocational education. He gives general direction and supervision to the Vocational Guidance Program and works cooperatively with the State Supervisor of Guidance and the supervisors of vocational education program fields.

VOCATIONAL GUIDANCE

EDUCATIONAL REQUIREMENTS

ALABAMA: SUPERVISOR (III) VOCATIONAL COUNSELOR

The Supervisor shall have any combination of training and experience equivalent to a Master's Degree in vocational education with major course work in the field of (Vocational) Guidance.

KENTUCKY: COORDINATOR OF VOCATIONAL GUIDANCE SERVICES

The Coordinator shall have a Master's Degree in educational guidance with emphasis in vocational education. He must possess the appropriate Kentucky teacher's certificate.

SOUTH CAROLINA: VOCATIONAL GUIDANCE CONSULTANT

The Consultant shall have a Bachelor's Degree with a major in an area of vocational education, or shall be qualified for a certificate to teach vocational education and shall have a Master's Degree with at least twelve hours of graduate work in guidance.

TENNESSEE: SUPERVISOR OF VOCATIONAL GUIDANCE

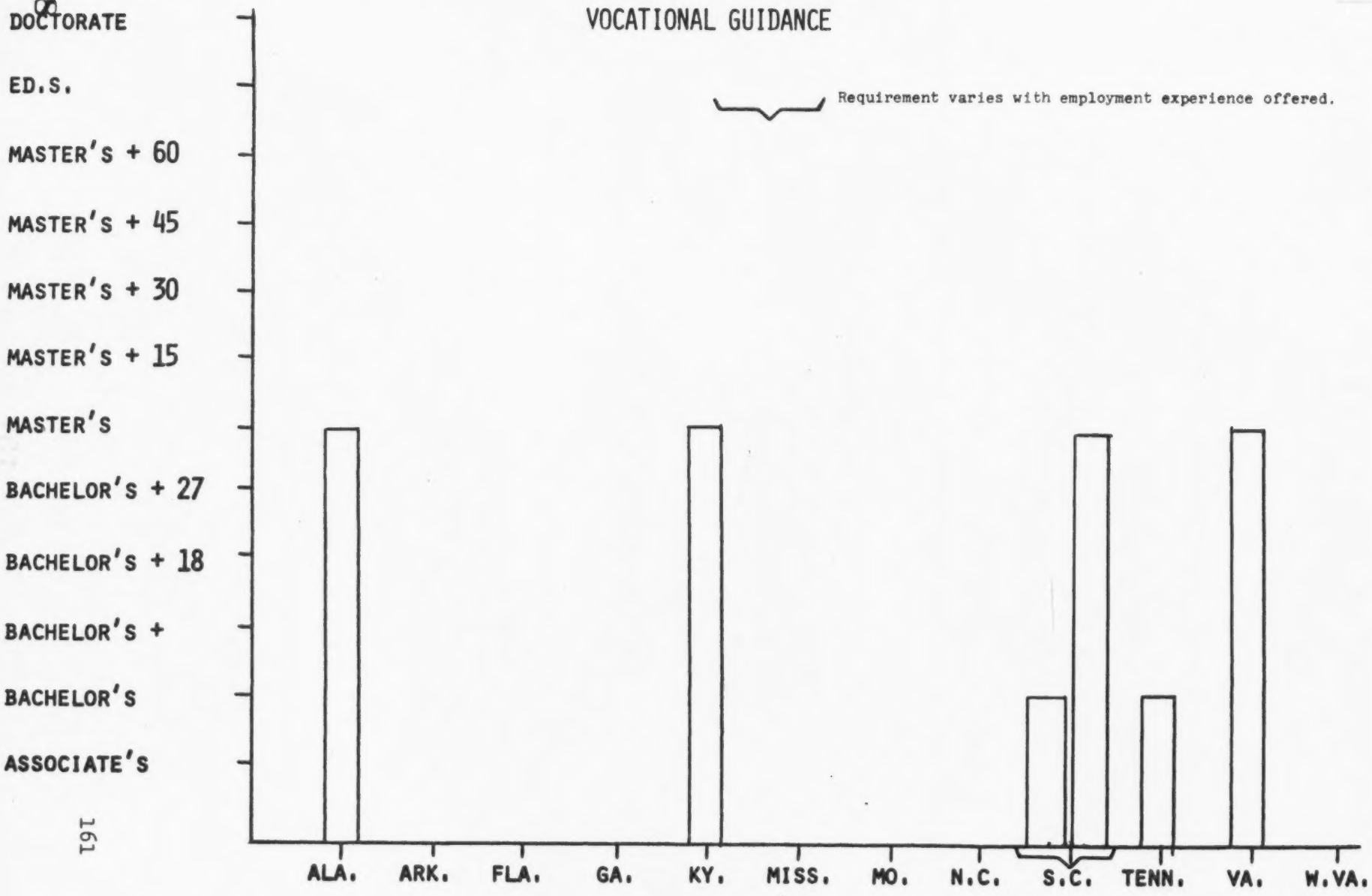
The Supervisor shall have a minimum of a Bachelor's Degree with a major in guidance from an appropriate accredited college or university.

VIRGINIA: COORDINATOR OF OTHER AGENCIES AND GUIDANCE

The Coordinator shall have a Master's Degree with a major in educational guidance or vocational guidance from an accredited institution.

EDUCATIONAL REQUIREMENTS

VOCATIONAL GUIDANCE



VOCATIONAL GUIDANCE

WORK EXPERIENCE REQUIREMENTS

ALABAMA: SUPERVISOR (III), VOCATIONAL COUNSELOR

Work experience requirements for the Supervisor (III), Vocational Counselor, includes experience in vocational teaching with increasingly responsible experience in the supervision of vocational guidance so as to include program direction, supervision, and planning in the vocational guidance field.

KENTUCKY: COORDINATOR OF VOCATIONAL GUIDANCE SERVICES

Work experience for the Coordinator of Vocational Guidance Services should include five years of progressively responsible guidance experience, two of which must have been in a supervisory capacity and two as a teacher or guidance counselor in a vocational education program.

SOUTH CAROLINA: VOCATIONAL GUIDANCE CONSULTANT

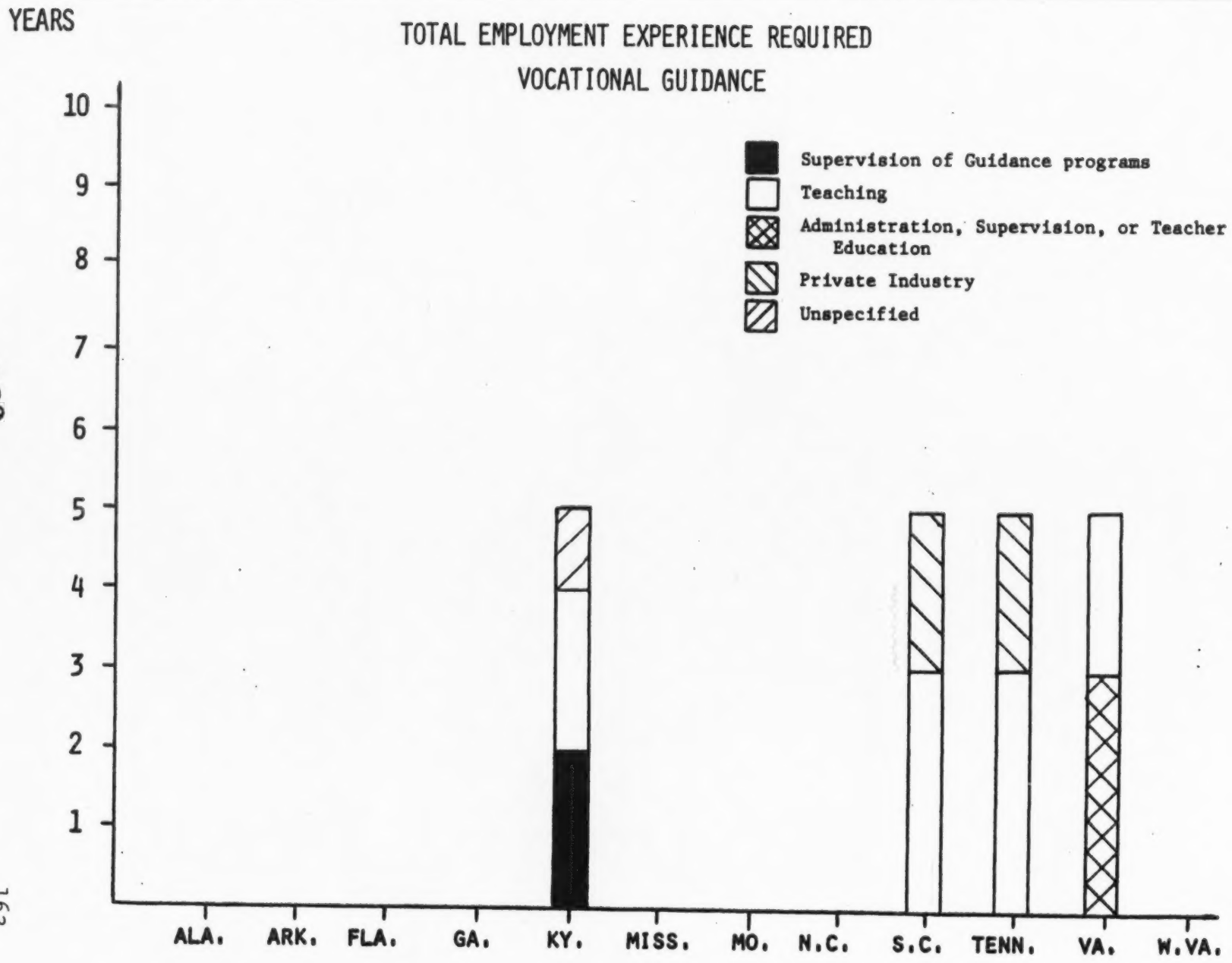
Work experience for a Vocational Guidance Consultant should include a minimum of three years teaching experience and two years experience in one or more occupations in the field of supervision or vocational guidance work.

TENNESSEE: SUPERVISOR OF VOCATIONAL GUIDANCE

Work experience for the Supervisor of Vocational Guidance should include a minimum of three years teaching experience in an approved vocational program or three years as a vocational guidance teacher and two years of appropriate employment experience.

VIRGINIA: COORDINATOR OF OTHER AGENCIES AND GUIDANCE

Work experience requirements for the Coordinator of Other Agencies and Guidance should include teaching in a vocational field for two or more years, three or more years of successful experience either as an administrator, a supervisor, or a teacher educator. This person should spend part of the three years being involved in an on-going Guidance Program.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
VOCATIONAL GUIDANCE
10
9
8
7
6
5
4
3
2
1
Supervision of Guidance programs
Teaching
Administration, Supervision, or Teacher Education
Private Industry
Unspecified
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

VOCATIONAL GUIDANCE

SALARY RANGE

ALABAMA: SUPERVISOR (III) VOCATIONAL COUNSELOR

Salary schedule was in effect March 7, 1972.
Salary ranges from $12,246.00 through six steps to $15,834.00.

KENTUCKY: COORDINATOR OF VOCATIONAL GUIDANCE SERVICES

Salary schedule was in effect March 6, 1972.
Salary ranges from $11,412.00 to $16,056.00.

SOUTH CAROLINA: VOCATIONAL GUIDANCE CONSULTANT

Salary schedule was in effect June 5, 1972.
Salary ranges from $9,470.00 through three steps to $10,965.00.
Maximum merit range is $12,790.00.

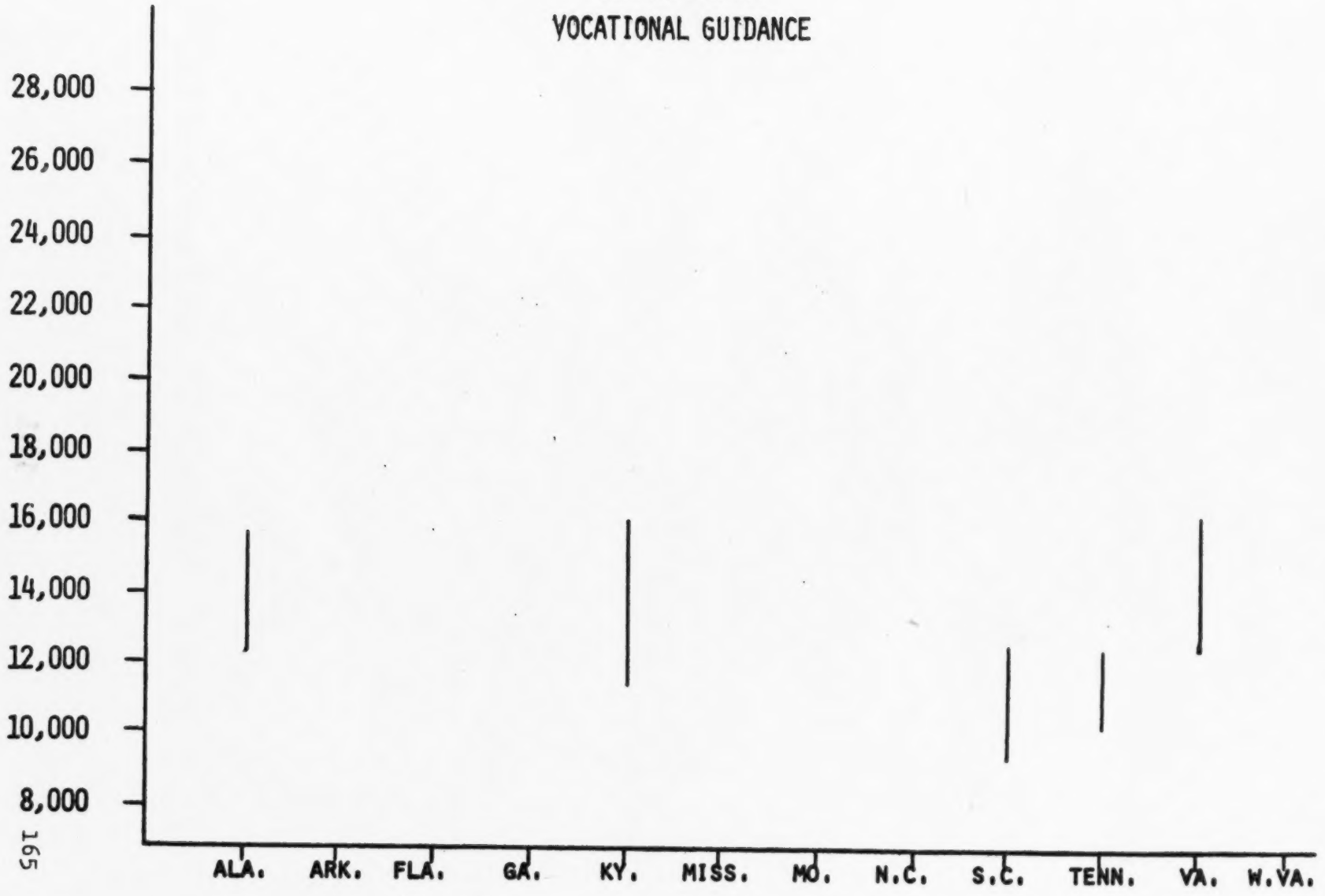
TENNESSEE: SUPERVISOR OF VOCATIONAL GUIDANCE

Salary schedule is effective July 8, 1972.
Salary ranges from $10,320.00 to $12,720.00.

VIRGINIA: COORDINATOR OF OTHER AGENCIES AND GUIDANCE

Salary schedule was in effect June 1, 1972.
Salary ranges from $12,500.00 to $16,200.00.

SALARY RANGES
VOCATIONAL GUIDANCE



ADMINISTRATION SPECIALTY POSITIONS

VOCATIONAL EDUCATION IN PRIVATE SCHOOLS

State	Title of Position
ARKANSAS:	Supervisor of Vocational Standards (Private Schools)
WEST VIRGINIA:	State Supervisor for Private Schools

VOCATIONAL EDUCATION IN PRIVATE SCHOOLS

JOB DESCRIPTION

ARKANSAS: SUPERVISOR OF VOCATIONAL STANDARDS (PRIVATE SCHOOLS)

The Supervisor coordinates with all private vocational schools throughout the state to ascertain whether their standards are in keeping with state standards.

WEST VIRGINIA: STATE SUPERVISOR FOR PRIVATE SCHOOLS

The State Supervisor has the basic responsibilities of supervising local private vocational programs, operations for compliance with state approved policies, rules and regulations, and promoting vocational and technical education programs.

VOCATIONAL EDUCATION IN PRIVATE SCHOOLS

EDUCATIONAL REQUIREMENTS

ARKANSAS: SUPERVISOR OF VOCATIONAL STANDARDS (PRIVATE SCHOOLS)

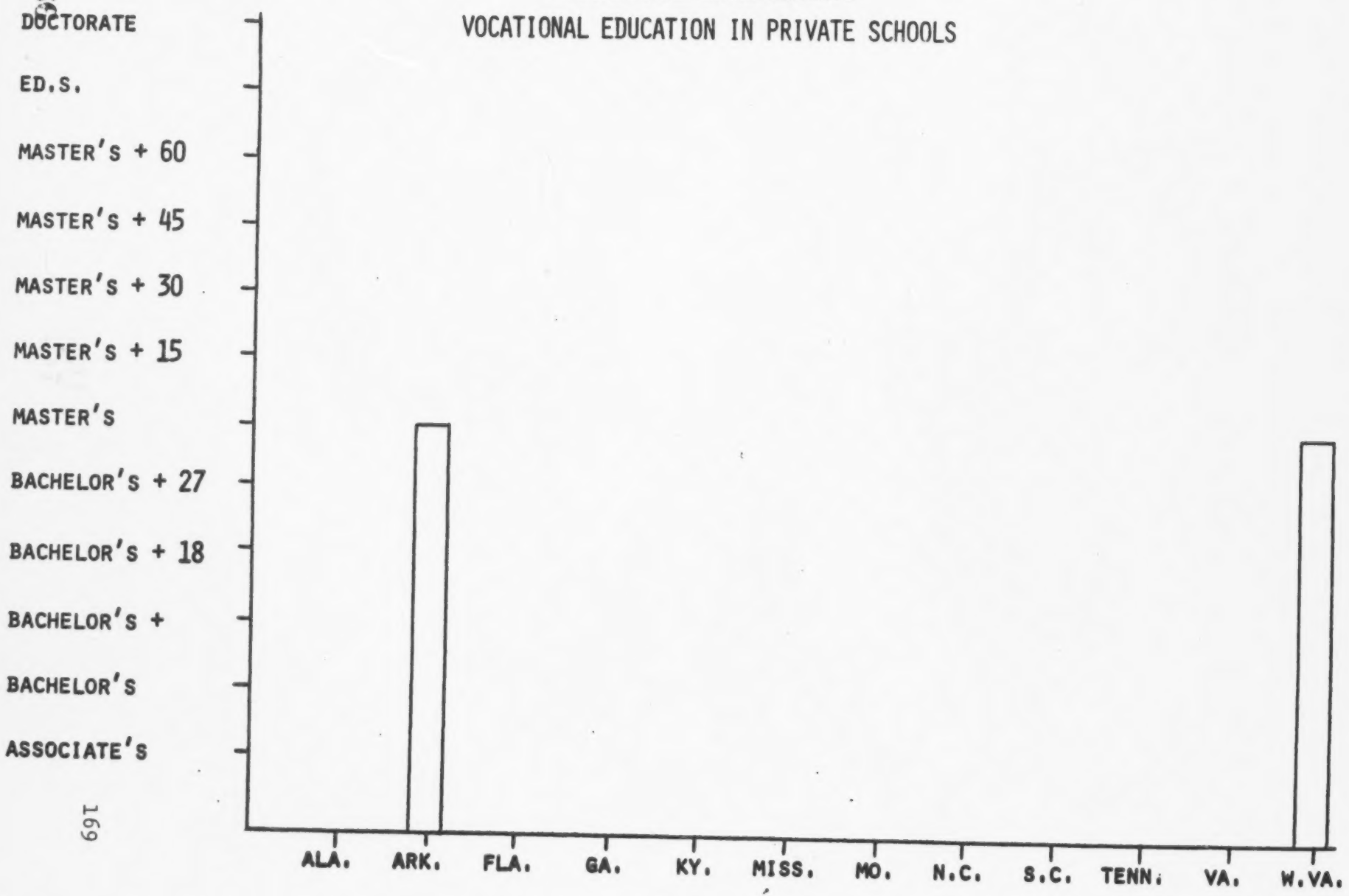
The educational requirements for the Supervisor is a Master's Degree with a minimum of eighteen semester hours in vocational education.

WEST VIRGINIA: STATE SUPERVISOR FOR PRIVATE SCHOOLS

The State Supervisor shall have a Master's Degree in one of the fields of vocational education specialization.

EDUCATIONAL REQUIREMENTS

VOCATIONAL EDUCATION IN PRIVATE SCHOOLS



VOCATIONAL EDUCATION IN PRIVATE SCHOOLS

WORK EXPERIENCE REQUIREMENTS

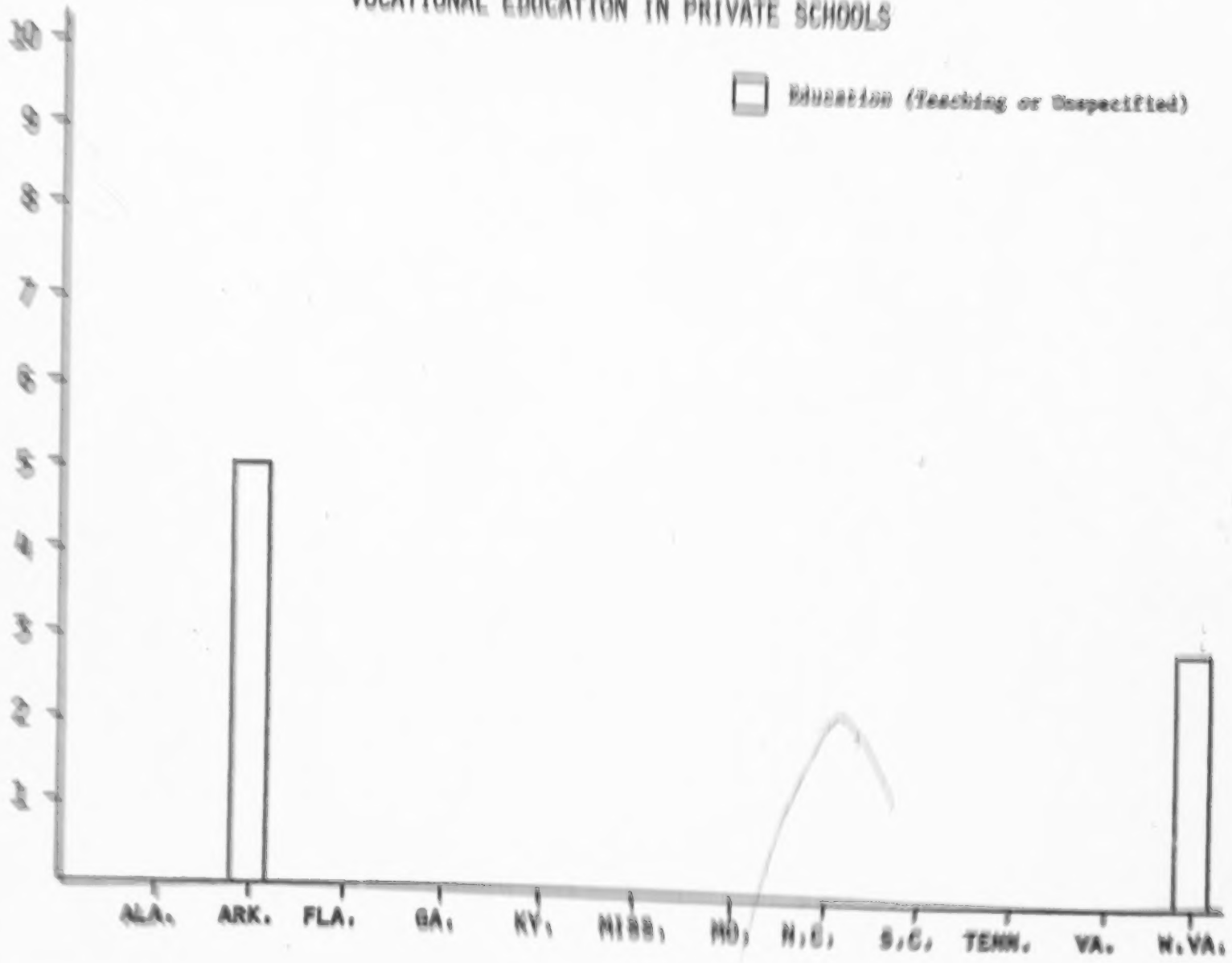
ARKANSAS: SUPERVISOR OF VOCATIONAL STANDARDS (PRIVATE SCHOOLS)

Work experience requirements for the Supervisor include a minimum of five years experience as a vocational teacher, vocational coordinator, local supervisor, local director, or as a member of the state staff.

WEST VIRGINIA: STATE SUPERVISOR FOR PRIVATE SCHOOLS

Work experience requirements for the State include three years experience as a teacher in an approved vocational, technical, or occupational education program.

TOTAL EMPLOYMENT EXPERIENCE REQUIRED
VOCATIONAL EDUCATION IN PRIVATE SCHOOLS



VOCATIONAL EDUCATION IN PRIVATE SCHOOLS

SALARY RANGE

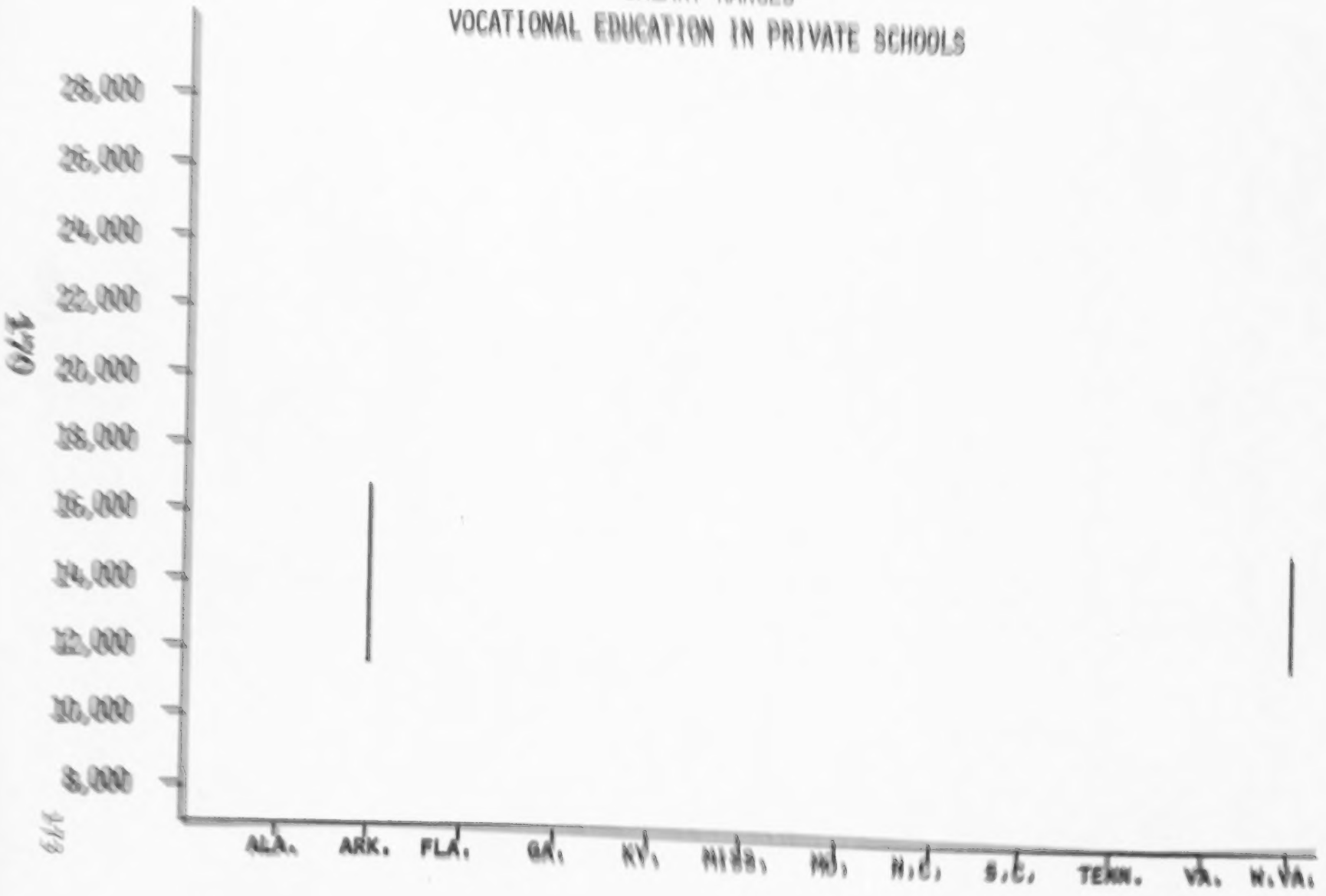
ARKANSAS: SUPERVISOR OF VOCATIONAL STANDARDS (PRIVATE SCHOOLS)

The Salary Schedule was in effect June 6, 1972. The salary range is from $11,652 to $16,680.

WEST VIRGINIA: STATE SUPERVISOR FOR PRIVATE SCHOOLS

The Salary Schedule was effective March 24, 1972. The salary ranges from $12,280 through five steps to $15,340.

SALARY RANGES
VOCATIONAL EDUCATION IN PRIVATE SCHOOLS



ADMINISTRATION SPECIALTY LEVEL

PUBLIC RELATIONS

State	Title of Position
KENTUCKY:	Coordinator of Information Services
MISSISSIPPI:	Public Relations Officer
SOUTH CAROLINA:	Public Information Specialist

PUBLIC RELATIONS

JOB DESCRIPTION

KENTUCKY: COORDINATOR OF INFORMATION SERVICES

(No information was supplied concerning the description of the position.)

MISSISSIPPI: PUBLIC RELATIONS OFFICER

(No information was supplied concerning the job description.)

SOUTH CAROLINA: PUBLIC INFORMATION SPECIALIST

The Public Information Specialist is responsible to the Chief Supervisor of Ancillary Services and is known as a Consultant for Pay Classification. He is responsible for the general supervision of his assigned area and for promoting the expansion of one or more areas in vocational education. He is involved in special assignments as directed by the Chief Supervisor.

PUBLIC RELATIONS

EDUCATIONAL REQUIREMENTS

KENTUCKY: COORDINATOR OF INFORMATION SERVICES

The educational requirements for the Coordinator of Information Services include a Master's Degree in journalism, public relations, or a related field from a recognized college or university. The Coordinator shall hold the Kentucky education certificate if only a Bachelor's Degree is offered.

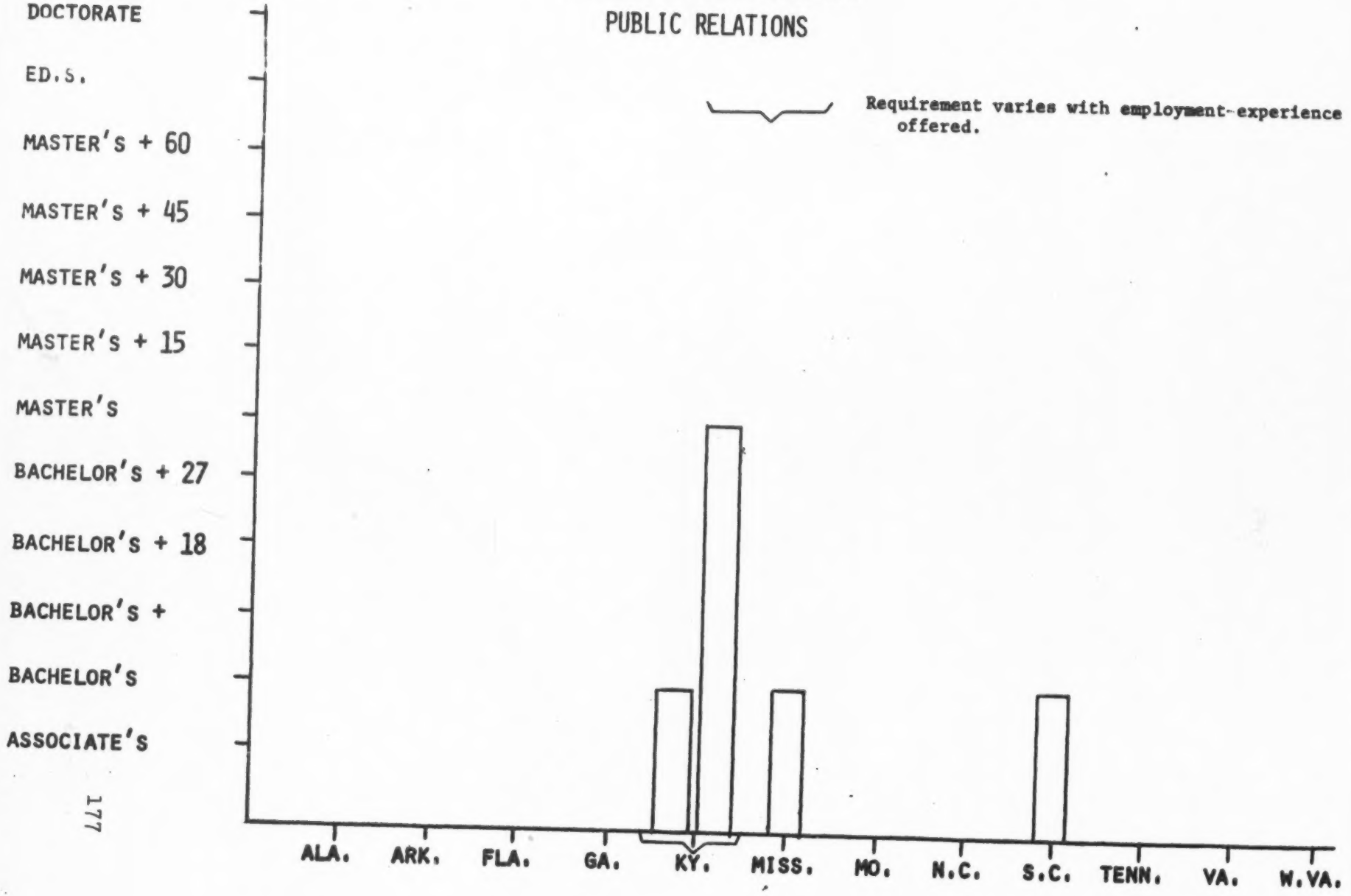
MISSISSIPPI: PUBLIC RELATIONS OFFICER

The educational requirements for Public Relations Officer include a minimum of a Bachelor's Degree from an accredited college or university.

SOUTH CAROLINA: PUBLIC INFORMATION SPECIALIST

The educational requirements for Public Information Specialist include a Bachelor's Degree from a recognized four-year college or university with training in journalism plus a broad knowledge of vocational education.

EDUCATIONAL REQUIREMENTS
PUBLIC RELATIONS



Requirement varies with employment-experience offered.

PUBLIC RELATIONS

WORK EXPERIENCE REQUIREMENTS

KENTUCKY: COORDINATOR OF INFORMATION SERVICES

Work experience requirements for the Coordinator who presents only a Bachelor's Degree must have a minimum of five years of progressively responsible experience in the area of his responsibility of which two years shall have been in a supervisory capacity. If a Master's Degree is presented, the coordinator must have had four years of progressively responsible experience in the area of his responsibility, of which two years shall have been in a supervisory capacity.

MISSISSIPPI: PUBLIC RELATIONS OFFICER

Work experience requirements for Public Relations Officer is a minimum of two years teaching experience and/or work experience in the field of public relations.

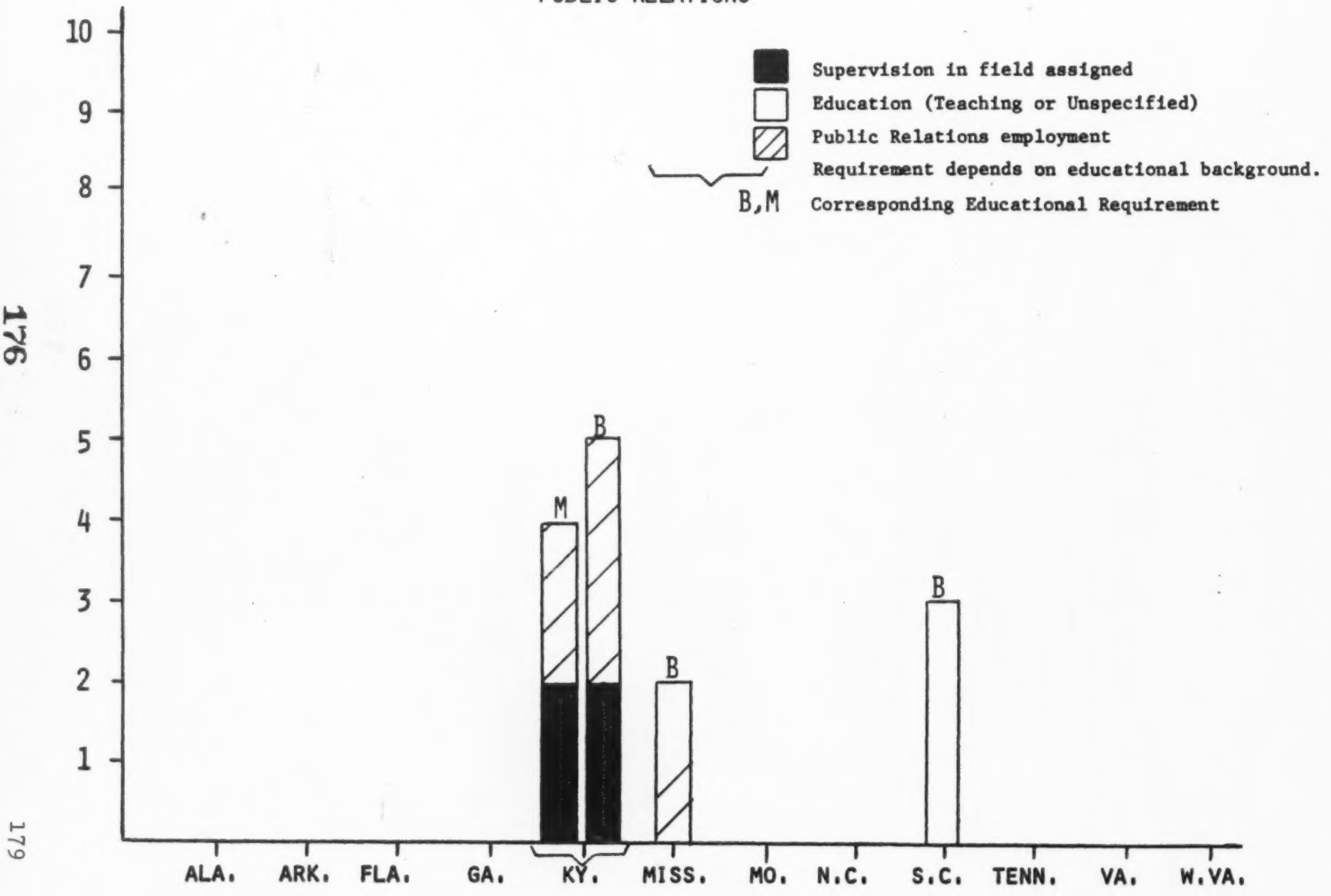
SOUTH CAROLINA: PUBLIC INFORMATION SPECIALIST

Work experience requirements for the Public Information Specialist is a broad knowledge of vocational education, or demonstration of exceptional journalism abilities and three years experience in vocational education.

YEARS

TOTAL EMPLOYMENT EXPERIENCE REQUIRED

PUBLIC RELATIONS



PUBLIC RELATIONS

SALARY RANGE

KENTUCKY: COORDINATOR OF INFORMATION SERVICES

The Salary Schedule was in effect March 6, 1972. The salary ranges from $9,384 to $13,200.

MISSISSIPPI: PUBLIC RELATIONS OFFICER

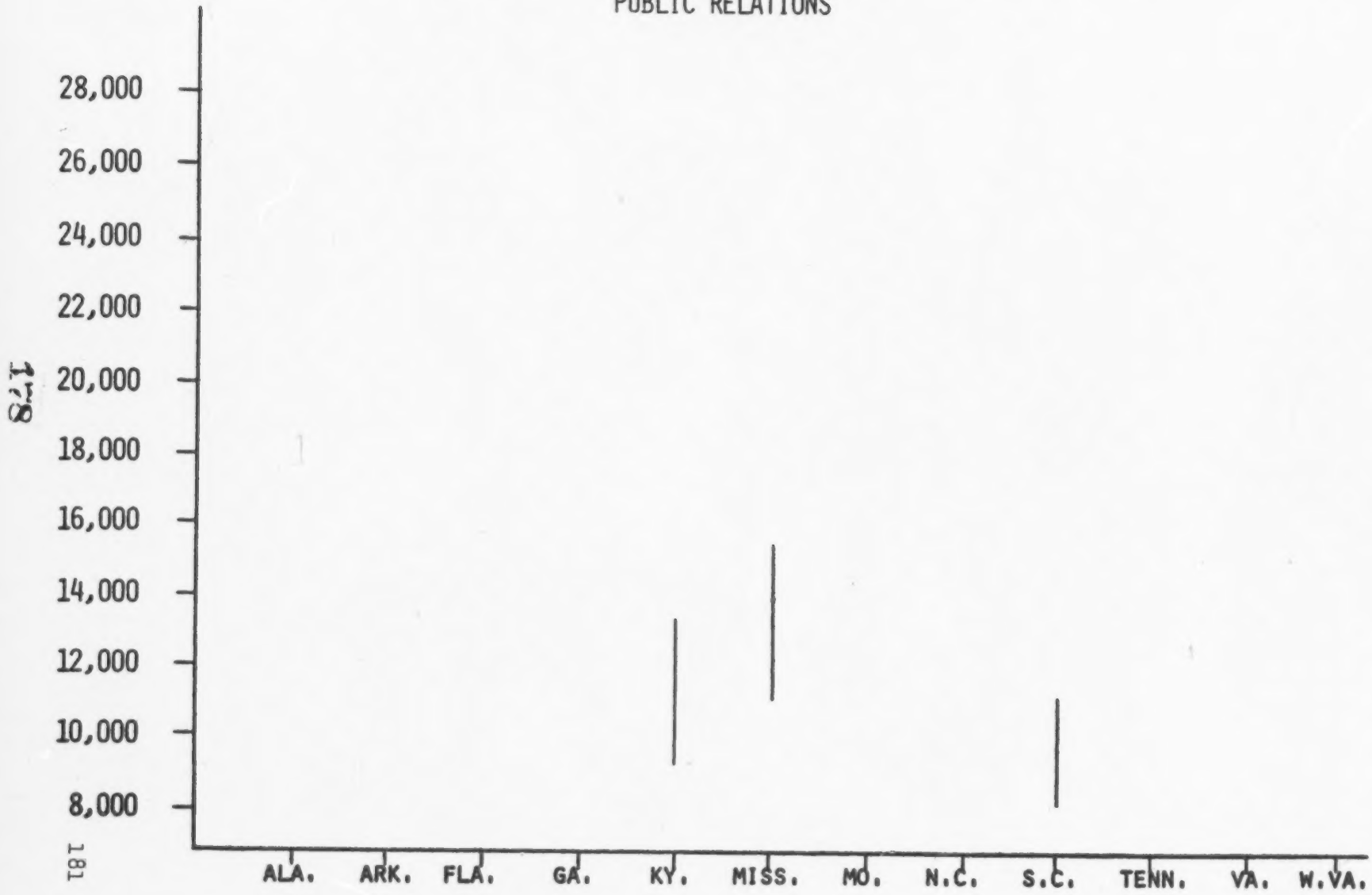
The Salary Schedule was in effect March 7, 1972. The salary ranges from $11,064 to $15,564.

SOUTH CAROLINA: PUBLIC INFORMATION SPECIALIST

The Salary Schedule was in effect March 7, 1972. The salary ranges from $8,185 through four steps to $9,955. (Maximum merit range is to $10,985.)

SALARY RANGES

PUBLIC RELATIONS



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ADMINISTRATIVE SPECIALTY POSITIONS

FACILITIES, CONSTRUCTION AND EQUIPMENT

State	Title of Position
GEORGIA:	Supervisor of Supplies and Property
KENTUCKY:	Coordinator of Facilities, Construction and Maintenance
SOUTH CAROLINA:	State Supervisor of Facilities and Equipment
WEST VIRGINIA:	State Specialist of Facilities, Construction and Equipment

FACILITIES, CONSTRUCTION AND EQUIPMENT

JOB DESCRIPTION

GEORGIA: SUPERVISOR OF SUPPLIES AND EQUIPMENT

(No information was supplied concerning job description.)

KENTUCKY: COORDINATOR OF FACILITIES, CONSTRUCTION AND MAINTENANCE

(No information was supplied concerning job description.)

SOUTH CAROLINA: STATE SUPERVISOR OF FACILITIES AND EQUIPMENT

The State Supervisor has the responsibility for the general supervision of his assigned area and coordination of the requirements of his office with those of other services within the division.

WEST VIRGINIA: STATE SPECIALIST OF FACILITIES, CONSTRUCTION AND EQUIPMENT

The State Specialist has responsibilities to provide specialized assistance for developing new facilities, general supervision of the planning and construction of new facilities, and service to the State Vocational Material Inventory.

FACILITIES, CONSTRUCTION AND EQUIPMENT

EDUCATIONAL REQUIREMENTS

GEORGIA: SUPERVISOR OF SUPPLIES AND EQUIPMENT

(No information was supplied concerning educational requirements.)

KENTUCKY: COORDINATOR OF FACILITIES, CONSTRUCTION AND MAINTENANCE

The educational requirements for the Coordinator of Facilities, Construction and Maintenance include a Master's Degree or a Bachelor's Degree and the Kentucky education certificate from an accredited college or university.

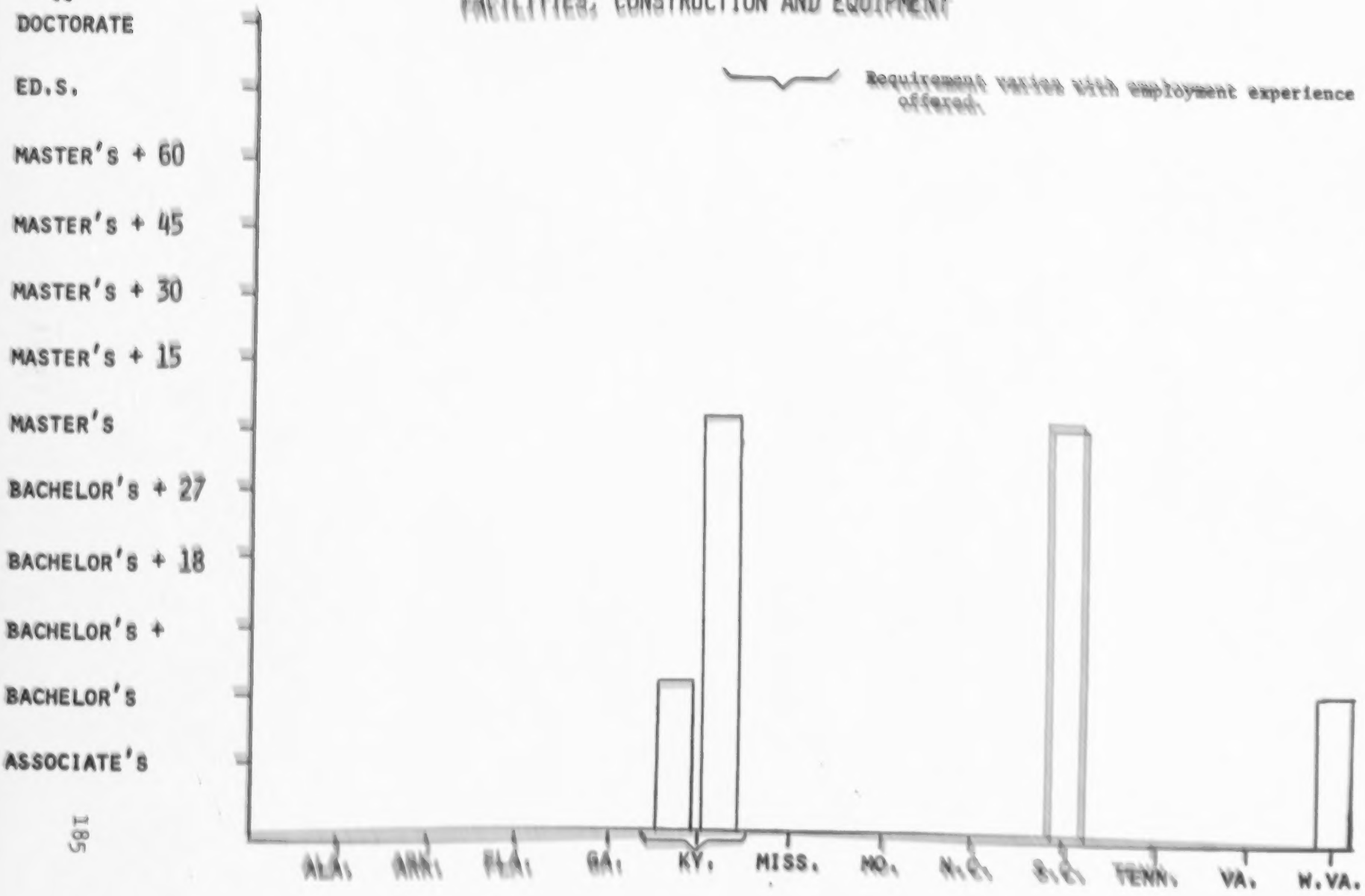
SOUTH CAROLINA: STATE SUPERVISOR OF FACILITIES AND EQUIPMENT

The State Supervisor shall hold a Master's Degree in Vocational Education.

WEST VIRGINIA: STATE SPECIALIST OF FACILITIES, CONSTRUCTION AND EQUIPMENT

The educational requirements for the State Specialist of Facilities, Construction and Equipment include a Baccalaureate Degree from an accredited institution with a major related to the assignment.

EDUCATIONAL REQUIREMENTS
FACILITIES, CONSTRUCTION AND EQUIPMENT



FACILITIES, CONSTRUCTION AND EQUIPMENT

WORK EXPERIENCE REQUIREMENTS

GEORGIA: SUPERVISOR OF SUPPLIES AND EQUIPMENT

(No information was supplied concerning work experience for this position.)

KENTUCKY: COORDINATOR OF FACILITIES, CONSTRUCTION AND MAINTENANCE

The work experience requirements for the Coordinator of Facilities, Construction and Maintenance include a Master's Degree, a minimum of four years of progressively responsible experience working with vocational education programs or in the field related to his assignment. Two years of the four shall have been in a supervisory capacity. If a Bachelor's Degree is presented, he shall have five years of work experience as mentioned above.

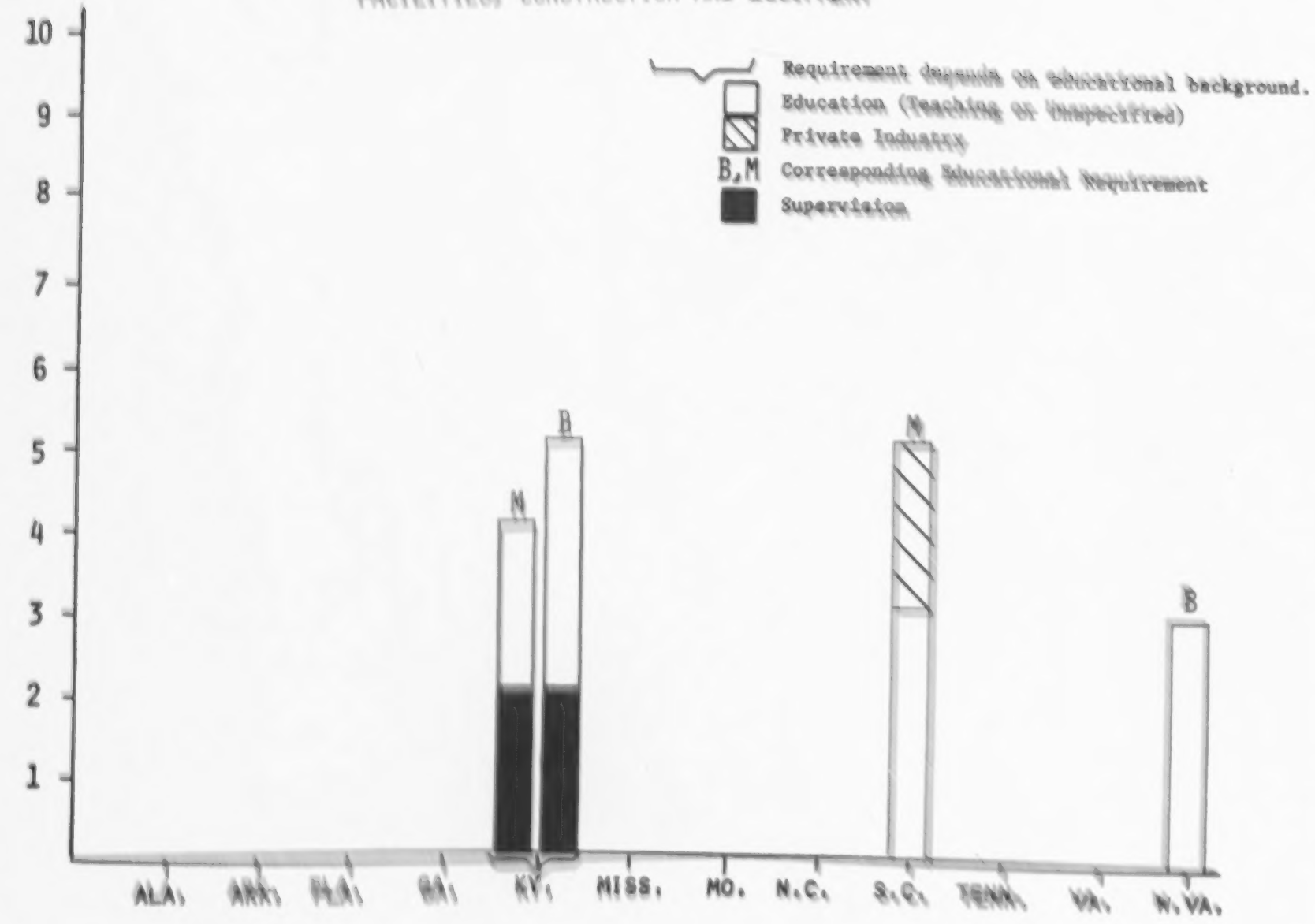
SOUTH CAROLINA: STATE SUPERVISOR OF FACILITIES AND EQUIPMENT

The work experience requirements for the State Supervisor include a minimum of three years teaching experience and two years experience in one or more occupations in the field supervised.

WEST VIRGINIA: STATE SPECIALIST OF FACILITIES, CONSTRUCTION AND EQUIPMENT

The work experience requirements for State Supervisor include three years experience as a teacher and be recommended as competent in the area assigned.

TOTAL EMPLOYMENT EXPERIENCE REQUIRED
FACILITIES, CONSTRUCTION AND EQUIPMENT



FACILITIES, CONSTRUCTION AND EQUIPMENT

SALARY RANGE

GEORGIA: SUPERVISOR OF SUPPLIES AND EQUIPMENT

The Salary Schedule is effective as of January 1, 1972. The salary ranges from $8,538 to $11,298.

KENTUCKY: COORDINATOR OF FACILITIES, CONSTRUCTION AND MAINTENANCE

The Salary Schedule is effective as of March 6, 1972. The salary ranges from $11,412 to $16,056.

SOUTH CAROLINA: STATE SUPERVISOR OF FACILITIES AND EQUIPMENT

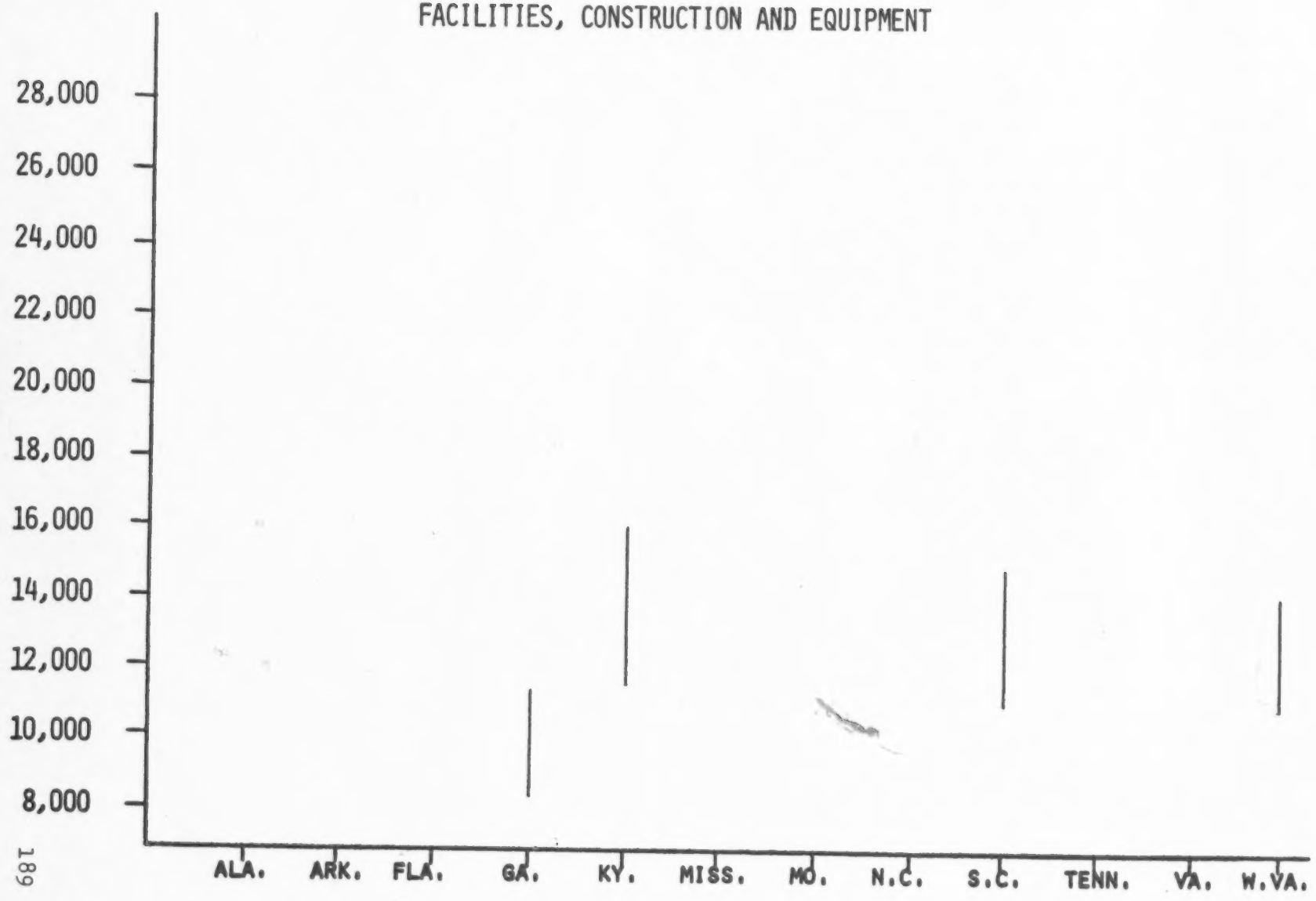
The Salary Schedule is effective as of June 5, 1972. The salary ranges from $10,980 through three steps to $12,715 (maximum merit range to $14,940).

WEST VIRGINIA: STATE SPECIALIST OF FACILITIES, CONSTRUCTION AND EQUIPMENT

The Salary Schedule is effective as of March 14, 1972. The salary ranges from $10,980 through five steps to $14,100.

SALARY RANGES

FACILITIES, CONSTRUCTION AND EQUIPMENT



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INTRODUCTION TO FIELD SUPERVISION

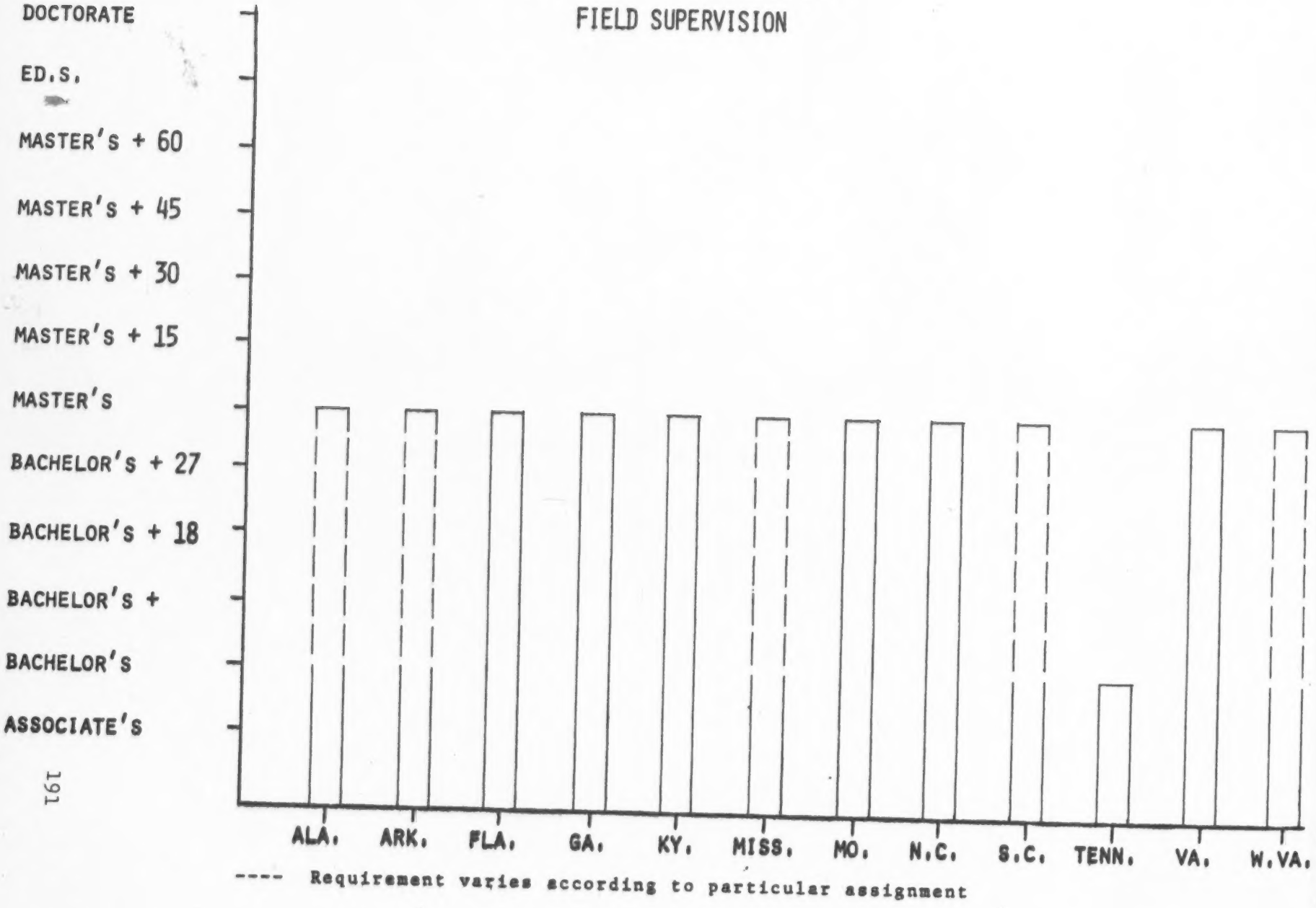
The area of Field Supervision is characterized by three distinct organizations. These organizations include Regional Coordinators, State Level Program Area Supervisors, and Regional Program Area Supervisors.

A few states have Regional Coordinators who are responsible for a staff of Program Area Supervisors in specific geographical regions. On the other hand, some states have Program Area Supervisors who work directly from the state's central office. They may have one or more assistants who coordinate the subject areas throughout the state with no geographical breakdown of the total area. Moreover, some states include both of these types of structures.

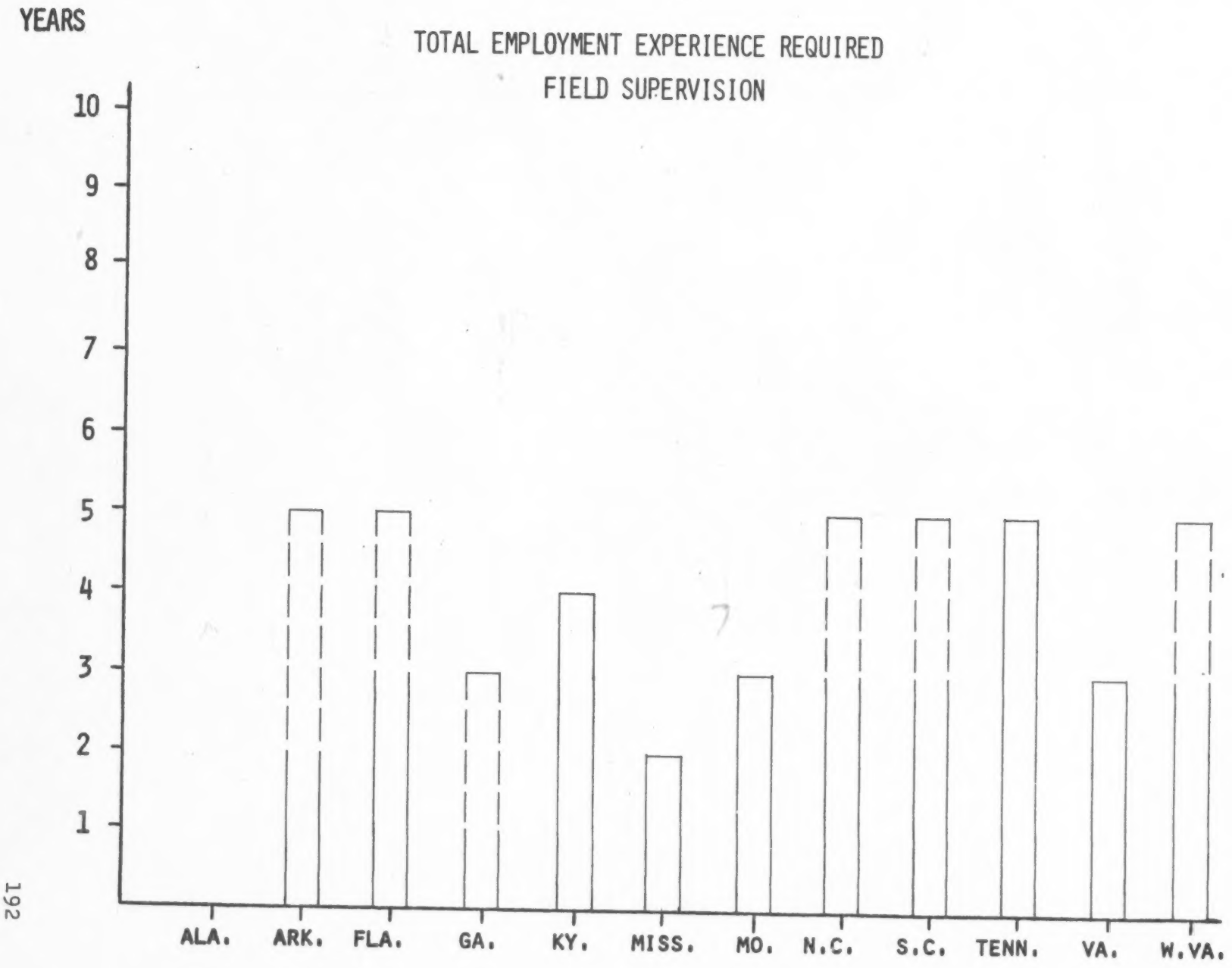
The professional staff who report to the Regional Coordinators and the State Level Program Area Supervisors have been included in the section designated Regional Program Area Supervisors.

Due to the nature of these three organizational structures, it is difficult to compare positions.

EDUCATIONAL REQUIREMENTS
FIELD SUPERVISION

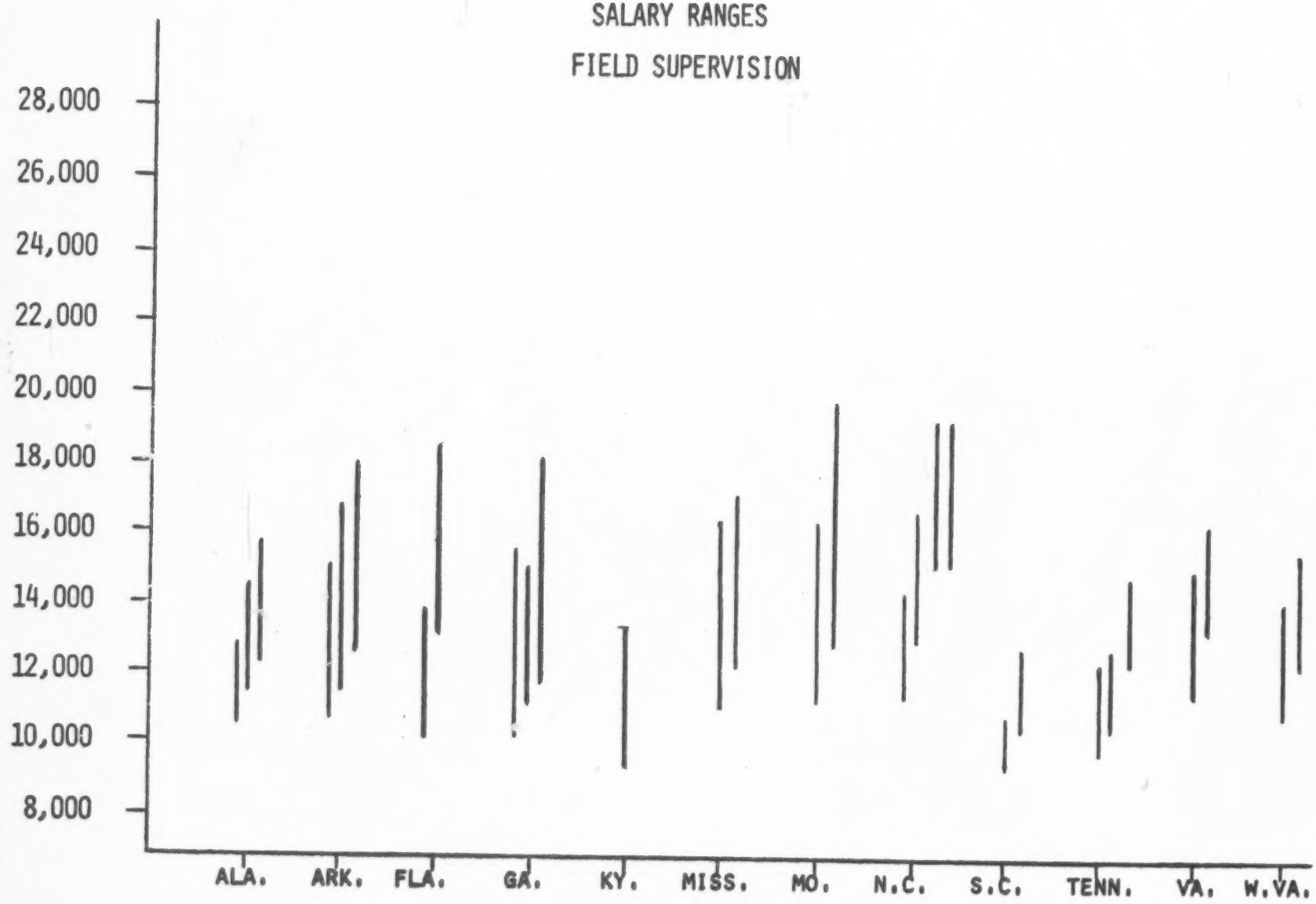


---- Requirement varies according to particular assignment

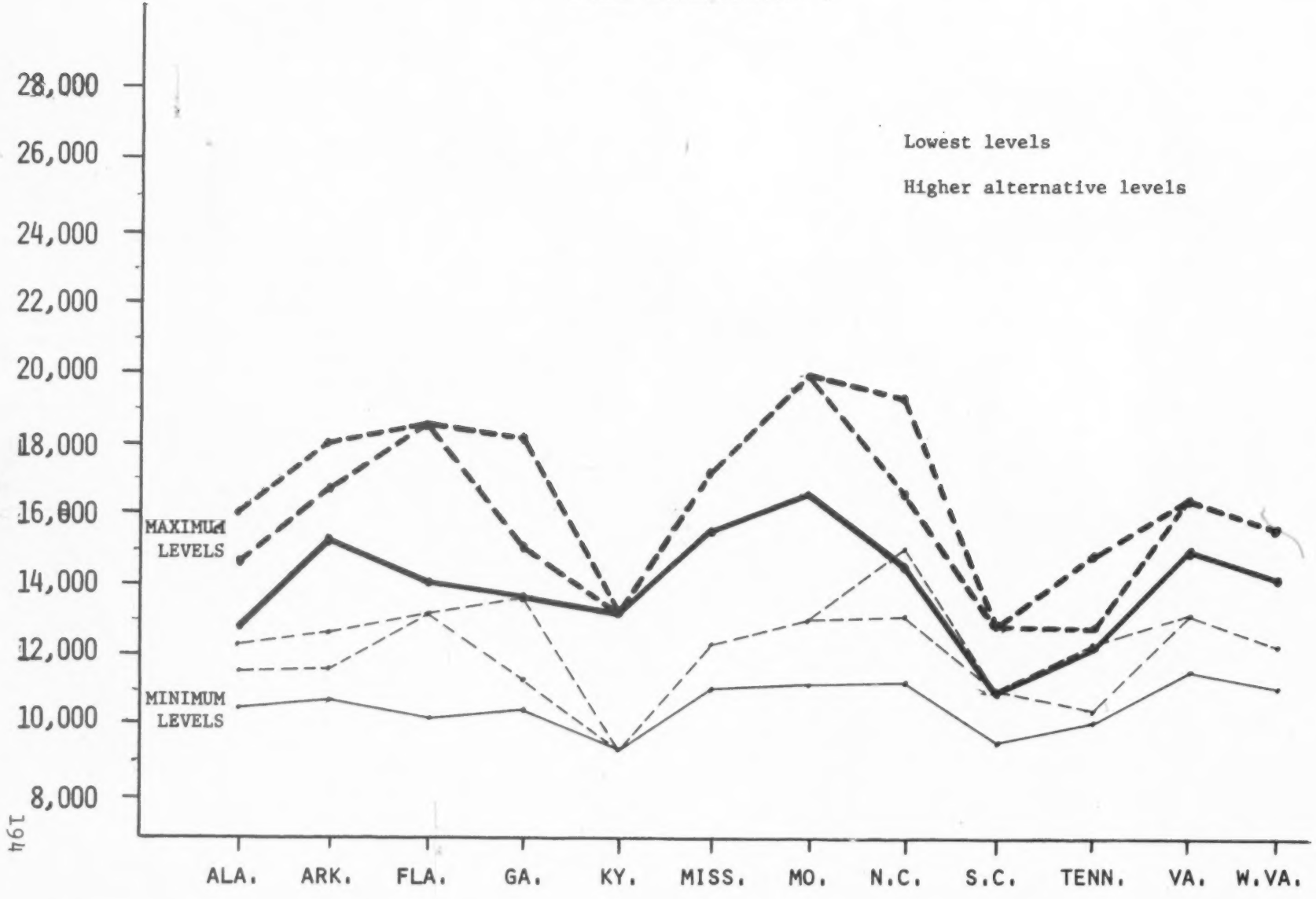

YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
FIELD SUPERVISION
10
9
8
7
6
5
4
3
2
1
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

SALARY RANGES

FIELD SUPERVISION



SALARY COMPARISON
FIELD SUPERVISION



FIELD SUPERVISION

SALARY RANGES

In the area of Field Supervision, the maximum starting salary is $15,096 offered by North Carolina. Tennessee offers a maximum starting salary of $12,240.

The highest attainable salary is found in Missouri at $19,992. In Tennessee the maximum possible salary at this level is $14,820.

The minimum starting salary is offered by Kentucky at $9,384. Tennessee's minimum starting salary is $9,900.

INDIVIDUAL STATES

State	Salary Range		
	Minimum	Mean	Maximum
Alabama (three entry levels).....	$10,387	$13,110	$12,766
	11,492		14,534
	12,246		15,834
Arkansas (three entry levels).....	10,692	14,346	15,180
	11,652		16,680
	12,696		18,000
Florida (two entry levels).....	10,056	14,322	13,956
	13,176		18,588
Georgia (three entry levels).....	10,290	14,220	13,650
	11,298		15,006
	13,650		18,150
Kentucky.....	9,384	11,292	13,200
Mississippi (two entry levels)....	11,064	14,112	15,564
	12,192		17,160
Missouri (two entry levels).....	11,232	15,612	16,416
	12,936		19,992
North Carolina (four entry levels)	11,340	15,276	14,412
	13,092		16,644
	15,096		19,212
	15,096		19,212

SALARY RANGES (continued)

State	Salary Ranges		
	Minimum	Mean	Maximum
South Carolina (two entry levels)	$ 9,470	11,092	$10,965
	10,980		12,715
Tennessee (three entry levels)...	9,900	12,360	12,240
	10,320		12,720
	12,240		14,820
Virginia (two entry levels).....	11,472	13,936	15,000
	13,128		16,400
West Virginia (two entry levels).	10,980	13,260	14,100
	12,180		15,540

FIELD SUPERVISION

REGIONAL COORDINATORS

State	Title of Position
FLORIDA:	Area Program Coordinators
NORTH CAROLINA:	Area Directors
TENNESSEE:	Regional Coordinators

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FIELD SUPERVISION

REGIONAL COORDINATORS

JOB DESCRIPTION

FLORIDA: AREA PROGRAM COORDINATORS

The Coordinators are responsible for coordinating and supervising educational programs within a specific geographical area of the state.

NORTH CAROLINA: AREA DIRECTORS

The Area Directors administer and coordinate program services in their respective geographical regions.

TENNESSEE: REGIONAL COORDINATORS

The Coordinators are responsible to the Coordinator of Field Services Section. They shall provide leadership for all activities of those persons assigned and coordinate special services which may be assigned by the Director of Vocational Education Division. They are responsible for coordinating the field activities of the various special and subject area personnel.

FIELD SUPERVISION

REGIONAL COORDINATORS

EDUCATIONAL REQUIREMENTS

FLORIDA: AREA PROGRAM COORDINATORS

The Coordinators shall have a Master's Degree in education, educational administration or the appropriate field of specialty.

NORTH CAROLINA: AREA DIRECTORS

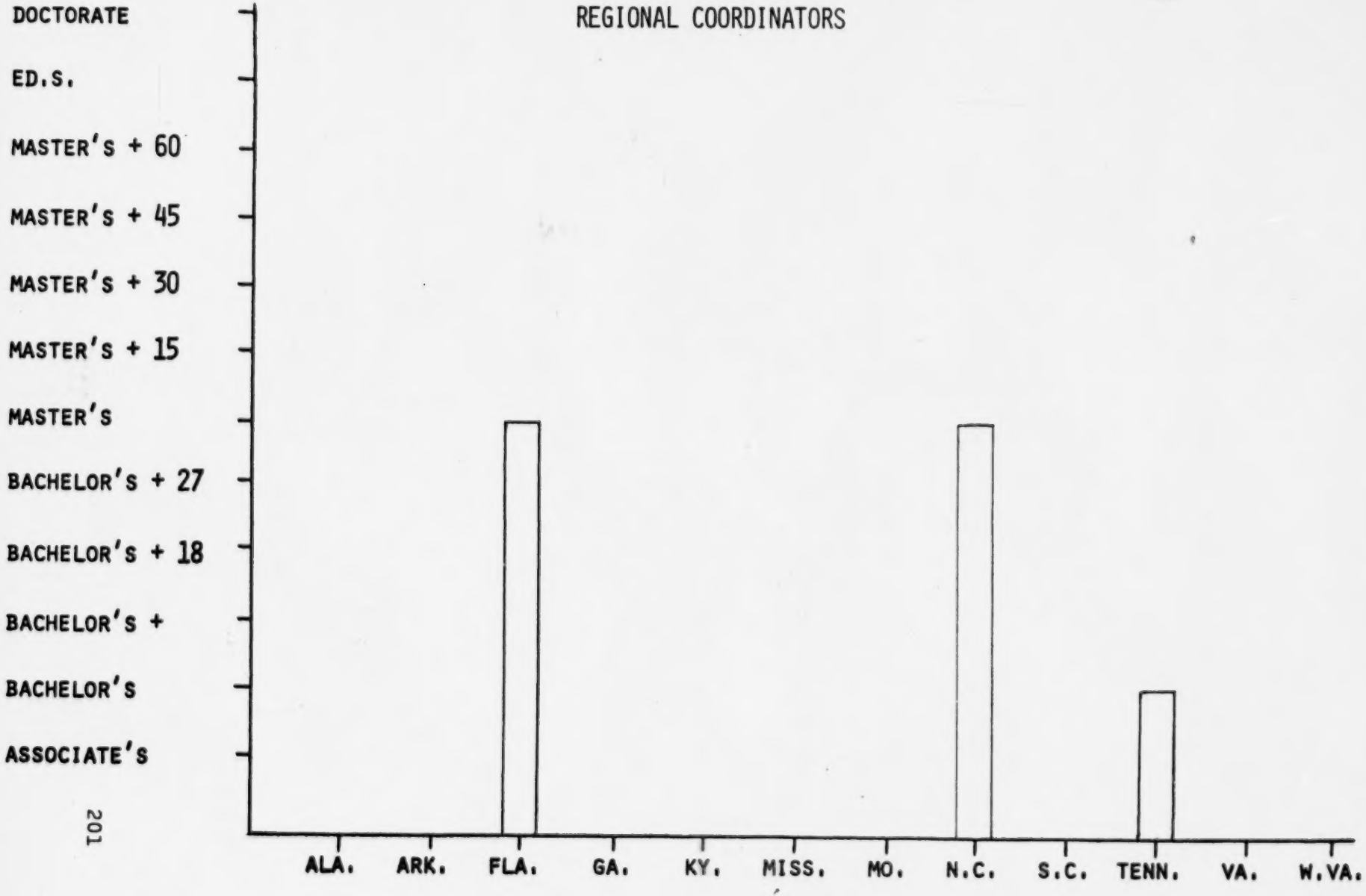
The Area Directors shall have a Master's Degree.

TENNESSEE: REGIONAL COORDINATORS

The Coordinators shall have a minimum of a Bachelor's Degree in vocational education from an accredited college or university and a valid Tennessee teaching certificate.

EDUCATIONAL REQUIREMENTS

REGIONAL COORDINATORS



FIELD SUPERVISION

REGIONAL COORDINATORS

WORK EXPERIENCE REQUIREMENTS

FLORIDA: AREA PROGRAM COORDINATORS

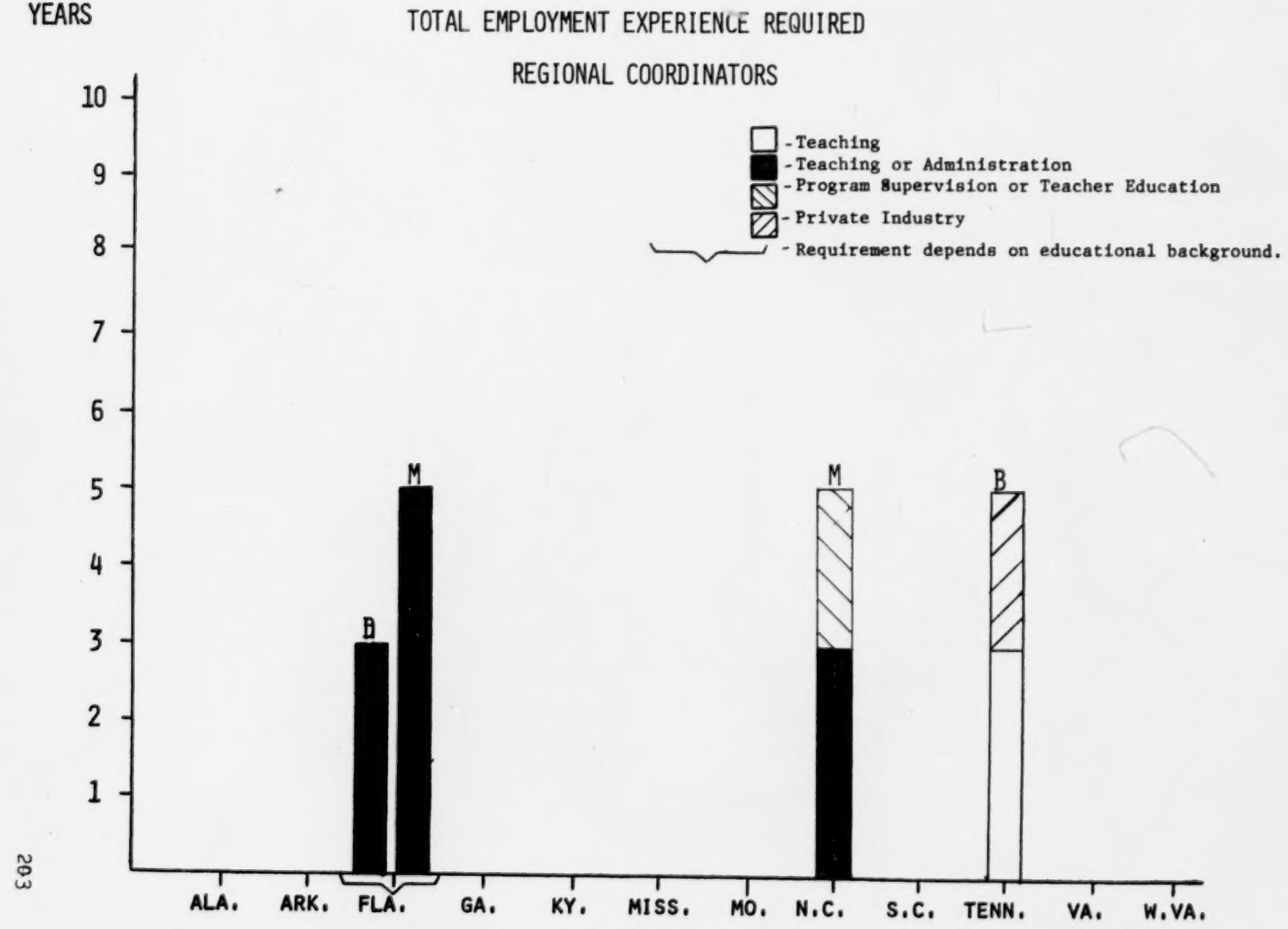
The Coordinators shall have five years of experience in the teaching or administration of educational programs. A Doctor's Degree in education, educational administration or the appropriate field of specialty may be substituted for two years of the required experience.

NORTH CAROLINA: AREA DIRECTORS

The Area Directors shall have five years of experience in public education with two years being in a supervisory capacity.

TENNESSEE: REGIONAL COORDINATORS

The Coordinators shall have a minimum of three years teaching experience in an approved Vocational-Technical education program and at least two years of appropriate employment experience in a recognized occupation.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
REGIONAL COORDINATORS
10
9
8
7
6
5
4
3
2
1
- Teaching
- Teaching or Administration
- Program Supervision or Teacher Education
- Private Industry
- Requirement depends on educational background.
B
M
M
B
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

FIELD SUPERVISION

REGIONAL COORDINATORS

SALARY RANGE

FLORIDA: AREA PROGRAM COORDINATORS

Salary schedule is effective January 1, 1972.
Salary ranges from $13,176.00 through two steps to $18,588.00.

NORTH CAROLINA: AREA DIRECTORS

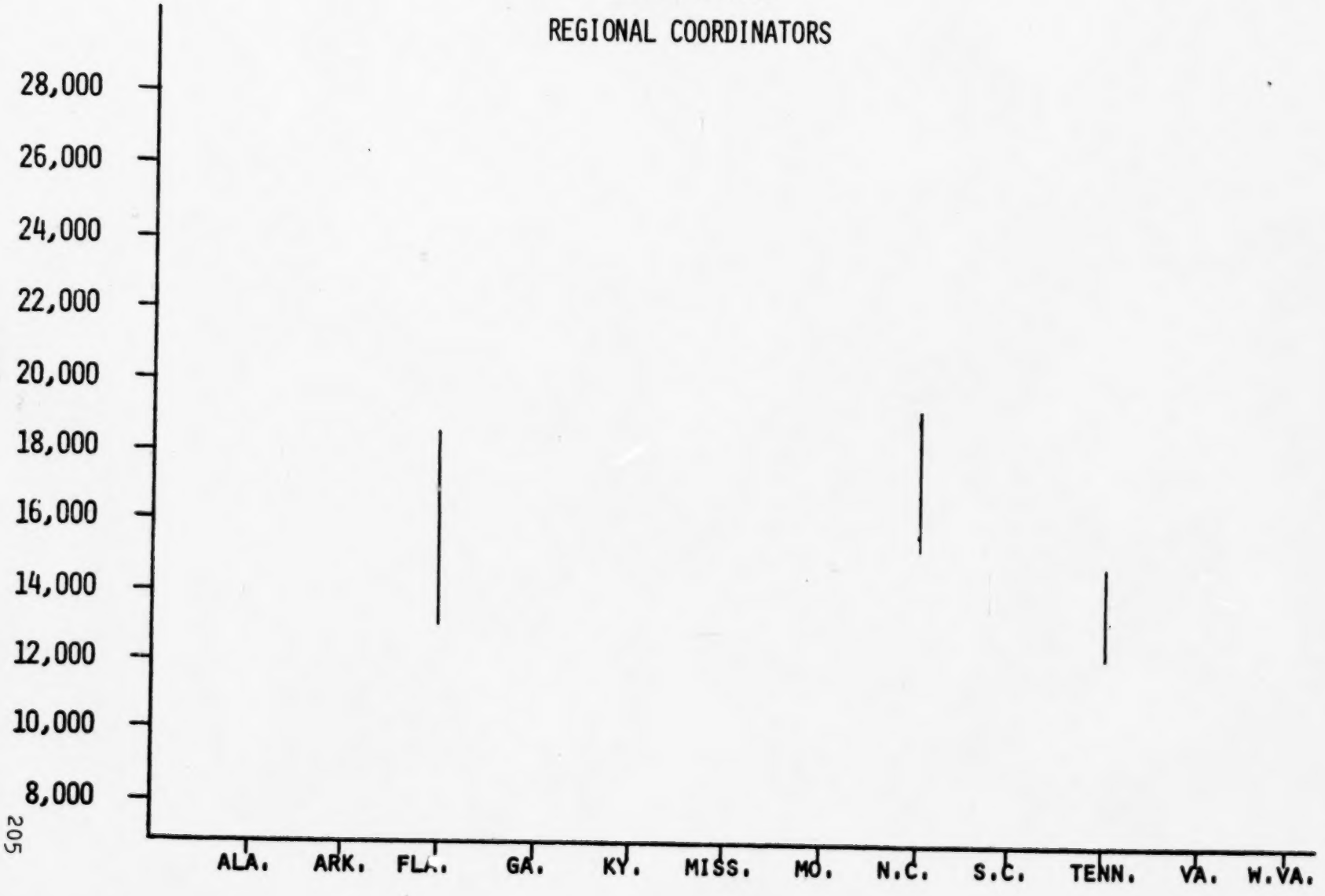
Salary schedule is effective July 1, 1972.
Salary ranges from $15,096.00 through four steps to $19,212.00.

TENNESSEE: REGIONAL COORDINATORS

Salary schedule is effective July 8, 1971.
Salary ranges from $12,240.00 through five steps to $14,820.00.

SALARY RANGES

REGIONAL COORDINATORS



FIELD SUPERVISION

STATE LEVEL PROGRAM AREA SUPERVISORS

State	Title of Position
ALABAMA:	Vocational Education Supervisor III
ARKANSAS:	Supervisor
FLORIDA:	Program Area Supervisors
GEORGIA:	Vocational Supervisors
KENTUCKY:	State Supervisor of Vocational Programs
MISSISSIPPI:	State Supervisor
MISSOURI:	Program Area Directors
NORTH CAROLINA:	Chief Consultants
SOUTH CAROLINA:	State Supervisors
TENNESSEE:	State Supervisors
VIRGINIA:	Education Program State Supervisors
WEST VIRGINIA:	Program Area Supervisors

STATE LEVEL PROGRAM AREA SUPERVISORS

JOB DESCRIPTION

ALABAMA: VOCATIONAL EDUCATION SUPERVISOR III

The Supervisor is responsible for planning, directing and coordinating the advisory, supervisory, and constructive services rendered to local boards of education, schools and teacher training institutions in the field.

ARKANSAS: SUPERVISOR

(No information for the job description was supplied.)

FLORIDA: PROGRAM AREA SUPERVISOR

(No information for the job description was supplied.)

GEORGIA: VOCATIONAL SUPERVISOR

(No information for the job description was supplied.)

KENTUCKY: STATE SUPERVISOR OF VOCATIONAL PROGRAMS

(No information for the job description was supplied.)

MISSISSIPPI: STATE SUPERVISORS

(No information for the job description was supplied.)

MISSOURI: PROGRAM AREA DIRECTORS

The Program Area Directors are responsible for developing education programs and providing advisory services to local school systems in their respective subject areas.

NORTH CAROLINA: CHIEF CONSULTANTS

The Chief Consultants are responsible for the administration and coordination of program development or curriculum development in their respective subject areas.

JOB DESCRIPTION (continued)

SOUTH CAROLINA: STATE SUPERVISORS

The State Supervisors are responsible for the supervision of their respective services and shall assign responsibilities to the District Consultants.

TENNESSEE: STATE SUPERVISORS

The State Supervisors are to provide for the necessary supervision and evaluation of instructional programs in their assigned subject areas.

VIRGINIA: EDUCATION PROGRAM STATE SUPERVISORS

The State Supervisors are responsible for the direction, supervision, and coordination of their respective programs.

WEST VIRGINIA: PROGRAM AREA SUPERVISORS

The Supervisors assist local educational agency personnel in developing, establishing, and operating vocational programs and supervise local program operations for compliance with policies, rules and regulations as set forth in State Plans and Federal Rules and Regulations.

STATE LEVEL PROGRAM AREA SUPERVISORS

EDUCATIONAL REQUIREMENTS

ALABAMA: VOCATIONAL EDUCATION SUPERVISOR III

The Supervisor shall hold a Master's Degree in vocational education with major course work in his specialized field.

ARKANSAS: SUPERVISOR

The Supervisor shall have a Master's Degree with a minimum of eighteen semester hours in vocational education.

FLORIDA: PROGRAM AREA SUPERVISORS

(No information was supplied for educational requirements.)

GEORGIA: VOCATIONAL SUPERVISORS

The Vocational Supervisors shall have a Master's Degree from a college or university in a field closely related to the areas to which he is assigned, or in school administration.

KENTUCKY: STATE SUPERVISOR OF VOCATIONAL PROGRAMS

The State Supervisor shall be a graduate from a recognized college or university with a Master's Degree in vocational education. He shall hold the Kentucky education certificate for this position.

MISSISSIPPI: STATE SUPERVISORS

The State Supervisors must have a Bachelor's Degree with eighteen hours of graduate work toward a Master's Degree in the area in which they are employed. They will be required to complete the Master's Degree within a three year period.

MISSOURI: PROGRAM AREA DIRECTORS

The Program Area Directors shall have a Master's Degree from a recognized college or university, with a major in their assigned subject areas.

EDUCATIONAL REQUIREMENTS (continued)

NORTH CAROLINA: CHIEF CONSULTANTS

The Chief Consultants shall have a Master's Degree in the special field to which they are assigned.

SOUTH CAROLINA: STATE SUPERVISORS

The State Supervisors shall have a Master's Degree in the service to which they are assigned and shall have a teacher's certificate in the area supervised.

TENNESSEE: STATE SUPERVISORS

The State Supervisors shall have a minimum of a Bachelor's Degree with a major in the appropriate vocational area from an accredited college or university.

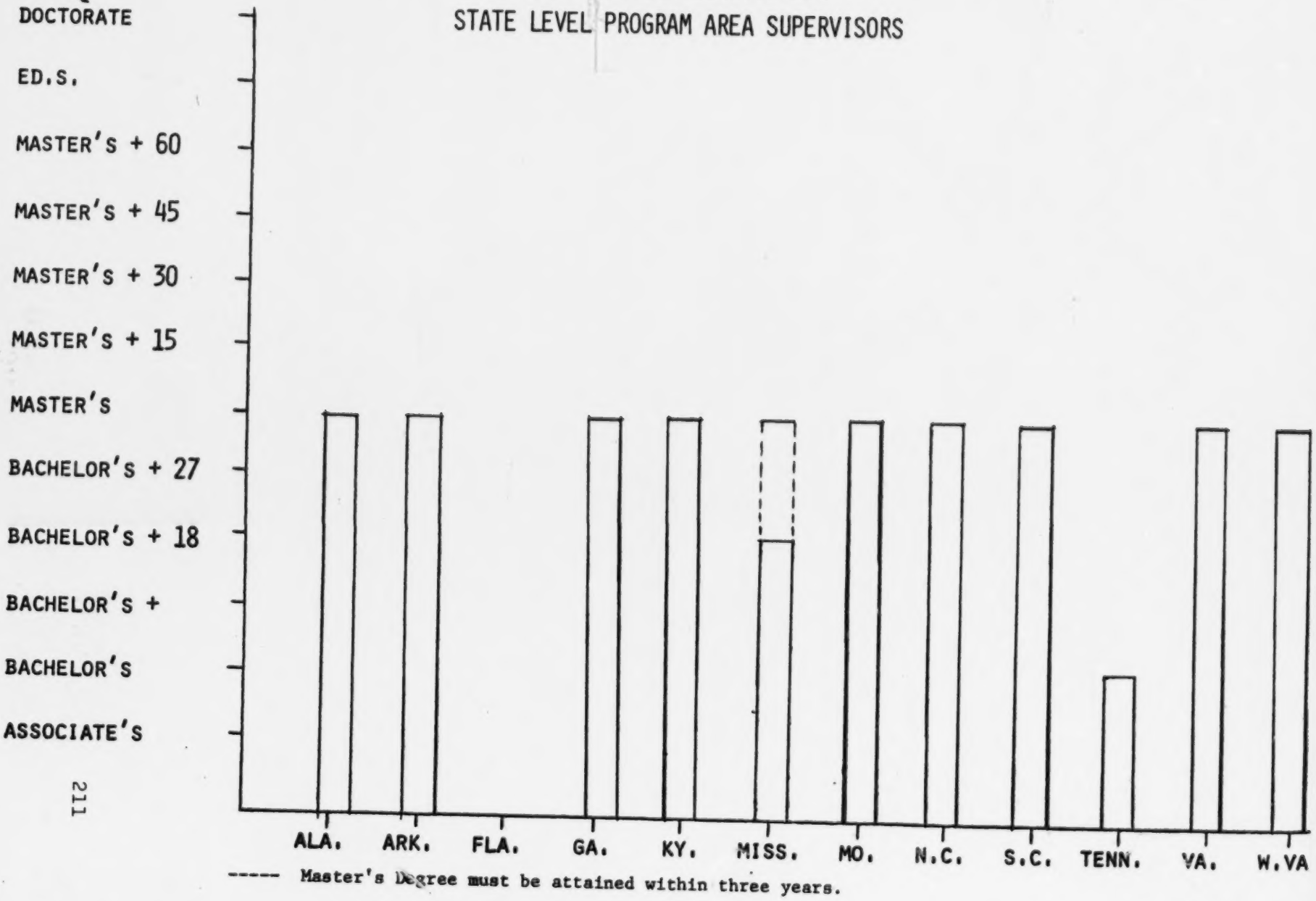
VIRGINIA: EDUCATION PROGRAM STATE SUPERVISORS

The State Supervisors shall hold a Master's Degree from an accredited institution with a major in education or a major in the vocation field in which they are employed.

WEST VIRGINIA: PROGRAM AREA SUPERVISORS

The Supervisors shall have a Master's Degree in one of the fields of vocational education specialization from a college or university of recognized standing. Consideration shall be given to quality of work experience in lieu of a Master's Degree.

EDUCATIONAL REQUIREMENTS
STATE LEVEL PROGRAM AREA SUPERVISORS



----- Master's Degree must be attained within three years.

STATE LEVEL PROGRAM AREA SUPERVISORS

WORK EXPERIENCE REQUIREMENTS

ALABAMA: VOCATIONAL EDUCATION SUPERVISOR III

The Supervisor shall have experience in vocational teaching and in the supervision of vocational instruction or related activity involving program direction, supervision and planning in his specialized field.

ARKANSAS: SURERVISOR

The Supervisor shall have a minimum of five years experience as a vocational teacher, vocational coordinator, local supervisor, local director, teacher educator, or a member of the state staff in the field in which he is assigned.

FLORIDA: PROGRAM AREA SUPERVISORS

(No information for work experience requirements was supplied.)

GEORGIA: VOCATIONAL SUPERVISORS

The Supervisors shall have three years of employment in a professional education capacity of which one year should be in a supervisory or consultative capacity.

KENTUCKY: STATE SUPERVISOR OF VOCATIONAL PROGRAMS

The State Supervisor shall have four years of experience in vocational education or special education, two years of which must be as a teacher or guidance counselor in a vocational education program.

MISSISSIPPI: STATE SUPERVISOR

The State Supervisors shall have a minimum of two years teaching experience in his particular area.

MISSOURI: PROGRAM AREA DIRECTORS

The Program Area Directors shall have at least three years of experience as a teacher in their assigned subject areas.

WORK EXPERIENCE REQUIREMENTS (continued)

NORTH CAROLINA: CHIEF CONSULTANTS

The Chief Consultants shall have five years of experience in public education with two years in a supervisory capacity.

SOUTH CAROLINA: STATE SUPERVISORS

The State Supervisors shall have a minimum of three years teaching experience and two years experience in one or more occupations in the field supervised.

TENNESSEE: STATE SUPERVISORS

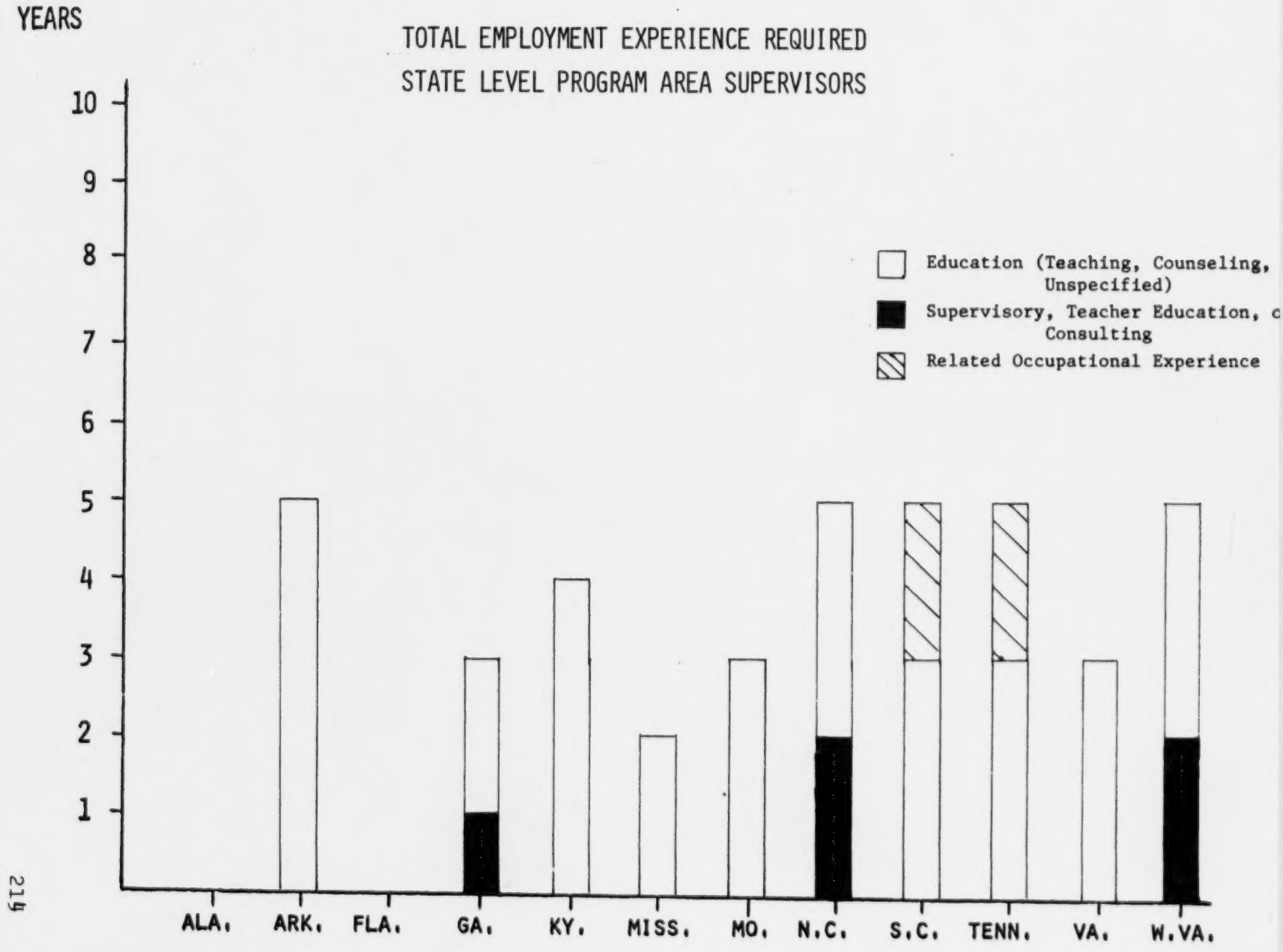
The minimum requirements for State Supervisors include three years of teaching experience in an approved vocational program in their field and two years of appropriate employment experience.

VIRGINIA: EDUCATION PROGRAM STATE SUPERVISORS

The State Supervisors shall have three years or more of successful experience either as an administrator, a supervisor, a teacher educator, or as a teacher in the field for which employed.

WEST VIRGINIA: PROGRAM AREA SUPERVISORS

The Supervisors shall have three years of experience as a teacher in an approved vocational education program and two or more years experience as a program specialist or teacher educator within the last seven years preceeding appointment.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
STATE LEVEL PROGRAM AREA SUPERVISORS
10
9
8
7
6
5
4
3
2
1
Education (Teaching, Counseling, Unspecified)
Supervisory, Teacher Education, c Consulting
Related Occupational Experience
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

STATE LEVEL PROGRAM AREA SUPERVISORS

SALARY RANGE

ALABAMA: VOCATIONAL EDUCATION SUPERVISOR III

The Salary Schedule is effective as of December 8, 197. The salary ranges from $12,246 through five steps to $15,834.

ARKANSAS: SUPERVISOR

The Salary Schedule is effective as of April 17, 1972. The salary ranges from $11,652 through $16,680 for the following areas: Agricultural Education, Business and Office Education, Health Occupations Education, General Co-op Programs and Work Study, Disadvantaged and Handicapped, and Adult Education.

The salary ranges from $12,696 through $18,000 for the following areas: Home Economics Education, Distributive Education, and Trade and Industrial Education.

FLORIDA: PROGRAM AREA SUPERVISORS

The Salary Schedule is effective as of January 1, 1972. The salary ranges from $10,056 through two steps to $13,956.

GEORGIA: VOCATIONAL SUPERVISORS

The Salary Schedule is effective as of July 1, 1970. The salary ranges from $13,650 through five steps to $18,150.

KENTUCKY: STATE SUPERVISOR OF VOCATIONAL PROGRAMS

The Salary Schedule is effective as of March 6, 1972. The salary ranges from $9,384 through $13,200.

MISSISSIPPI: STATE SUPERVISOR

The Salary Schedule is effective as of April 19, 1972. The salary ranges from $12,192 through $17,160.

MISSOURI: PROGRAM AREA DIRECTORS

The Salary Schedule is effective as April 19, 1972. The salary ranges from $12,936 through eight steps to $19,992.

SALARY RANGE (continued)

NORTH CAROLINA: CHIEF CONSULTANTS

The Salary Schedule is effective as of July 1, 1972. The salary ranges from $15,096 through four steps to $19,212.

SOUTH CAROLINA: STATE SUPERVISORS

The Salary Schedule is effective as of March 7, 1972. The salary ranges from $10,980 through two steps to $12,715.

TENNESSEE: STATE SUPERVISORS

The Salary Schedule is effective as of July 8, 1971. The salary ranges from $10,320 through five steps to $12,720.

VIRGINIA: EDUCATION PROGRAM STATE SUPERVISORS

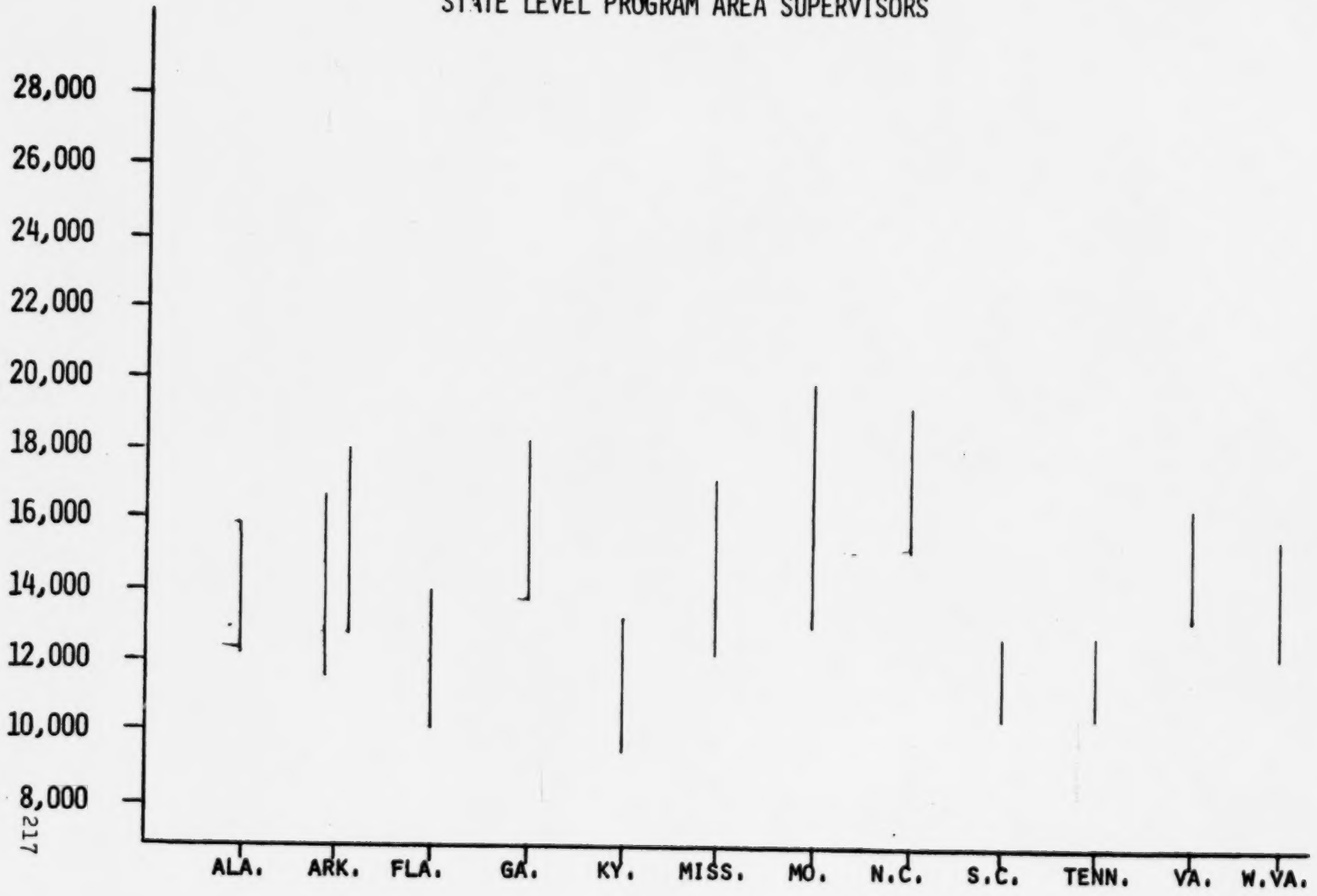
The Salary Schedule is effective as of March 6, 1972. The salary ranges from $13,128 through four steps to $16,400.

WEST VIRGINIA: PROGRAM AREA SUPERVISORS

The Salary Schedule is effective as of March 14, 1972. The salary ranges from $12,180 through four steps to $15,540.

SALARY RANGES

STATE LEVEL PROGRAM AREA SUPERVISORS



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FIELD SUPERVISION

REGIONAL PROGRAM AREA SUPERVISORS

State	Title of Position
ALABAMA:	Vocational Education Supervisors I and II
ARKANSAS:	Assistant Supervisors
GEORGIA:	Assistant Vocational Supervisors
	Education Program Representatives
MISSISSIPPI:	Assistant Supervisors
MISSOURI:	Supervisors
NORTH CAROLINA:	Area Consultants I and II
SOUTH CAROLINA:	District Consultants
TENNESSEE:	Regional Supervisors
VIRGINIA:	Assistant Supervisors
WEST VIRGINIA:	Program Specialists

FIELD SUPERVISION

JOB DESCRIPTION

ALABAMA: VOCATIONAL EDUCATION SUPERVISORS I

The Supervisors I render supervisory training services in connection with a specialized instructional program in vocational education.

VOCATIONAL EDUCATION SUPERVISORS II

The Supervisors II assist in administering one of the specialized programs in vocational education.

ARKANSAS: ASSISTANT SUPERVISORS

(No information for the job description was supplied.)

GEORGIA: ASSISTANT VOCATIONAL SUPERVISORS

(No information for the job description was supplied.)

EDUCATION PROGRAM REPRESENTATIVES

(No information for the job description was supplied.)

MISSISSIPPI: ASSISTANT SUPERVISORS

(No information was the job description was supplied.)

MISSOURI: SUPERVISORS

The Supervisors are involved in general supervisory and consultative services to local schools in their respective subject areas.

NORTH CAROLINA: AREA CONSULTANTS I

The Area Consultants I advise teachers, supervisors, and school administrators regarding program development, instructional materials and aids, and teaching methods and techniques in specific subject areas.

AREA CONSULTANTS II

The Area Consultants II serve as consultants for education programs to the various public school systems.

JOB DESCRIPTION (continued)

SOUTH CAROLINA: DISTRICT CONSULTANTS

The District Consultants inform and work with school administrators and teachers concerning operation of the respective vocational programs.

TENNESSEE: REGIONAL SUPERVISORS

Regional Supervisors are responsible for the supervision and evaluation of instructional programs at the regional level.

VIRGINIA: ASSISTANT SUPERVISORS

The Assistant Supervisors cooperate with state supervisors in carrying out the duties of the State Supervisor.

WEST VIRGINIA: PROGRAM SPECIALISTS

The Program Specialists provide specialized assistance in supervision, instruction, promotion, and ancillary services.

FIELD SUPERVISION

EDUCATIONAL REQUIREMENTS

ALABAMA: VOCATIONAL EDUCATION SUPERVISORS I

The Supervisor I shall have graduated from a four year college or university with major course work in vocational education.

VOCATIONAL EDUCATION SUPERVISORS II

The Supervisors II shall have graduated from a four year college or university with major course work in the field assigned supplemented by graduate work.

ARKANSAS: ASSISTANT SUPERVISORS

The Assistant Supervisors shall have a Master's Degree with a minimum of eighteen semester hours in vocational education.

The following subject areas are exceptions: Health Occupations Education--Bachelor's Degree with a minimum of eighteen semester hours in vocational education; Business and Office Education--certified business teacher having a Master's Degree with major emphasis on vocational education; Distributive Education--Master's Degree with major emphasis on vocational education.

GEORGIA: ASSISTANT VOCATIONAL SUPERVISORS

The Assistant Supervisors shall have a Master's Degree from a college or unversity of recognized standing.

EDUCATION PROGRAM REPRESENTATIVES

The Program Representatives shall have a Master's Degree from a college or university of recognized standing with major specialization in the area assigned or in educational administration.

MISSISSIPPI: ASSISTANT SUPERVISORS

The Assistant Supervisors shall have a minimum of a Bachelor's Degree from an accredited college or university.

EDUCATIONAL REQUIREMENTS (continued)

MISSOURI: SUPERVISORS

The Supervisors shall have a Master's Degree from a recognized college or university with a major in their respective fields.

NORTH CAROLINA: AREA CONSULTANTS I

The Area Consultants I shall have a Master's Degree in the special field to which assigned.

AREA CONSULTANTS II

The Area Consultants II shall have a Master's Degree in the special field to which assigned.

SOUTH CAROLINA: DISTRICT CONSULTANTS

The District Consultants shall hold a Bachelor's Degree from an approved teacher training institution and should be enrolled in a program for a Master's Degree at the time of employment.

TENNESSEE: REGIONAL SUPERVISORS

The Regional Supervisors shall have a minimum of a Bachelor's Degree with a major in an appropriate vocational area from an accredited college or university.

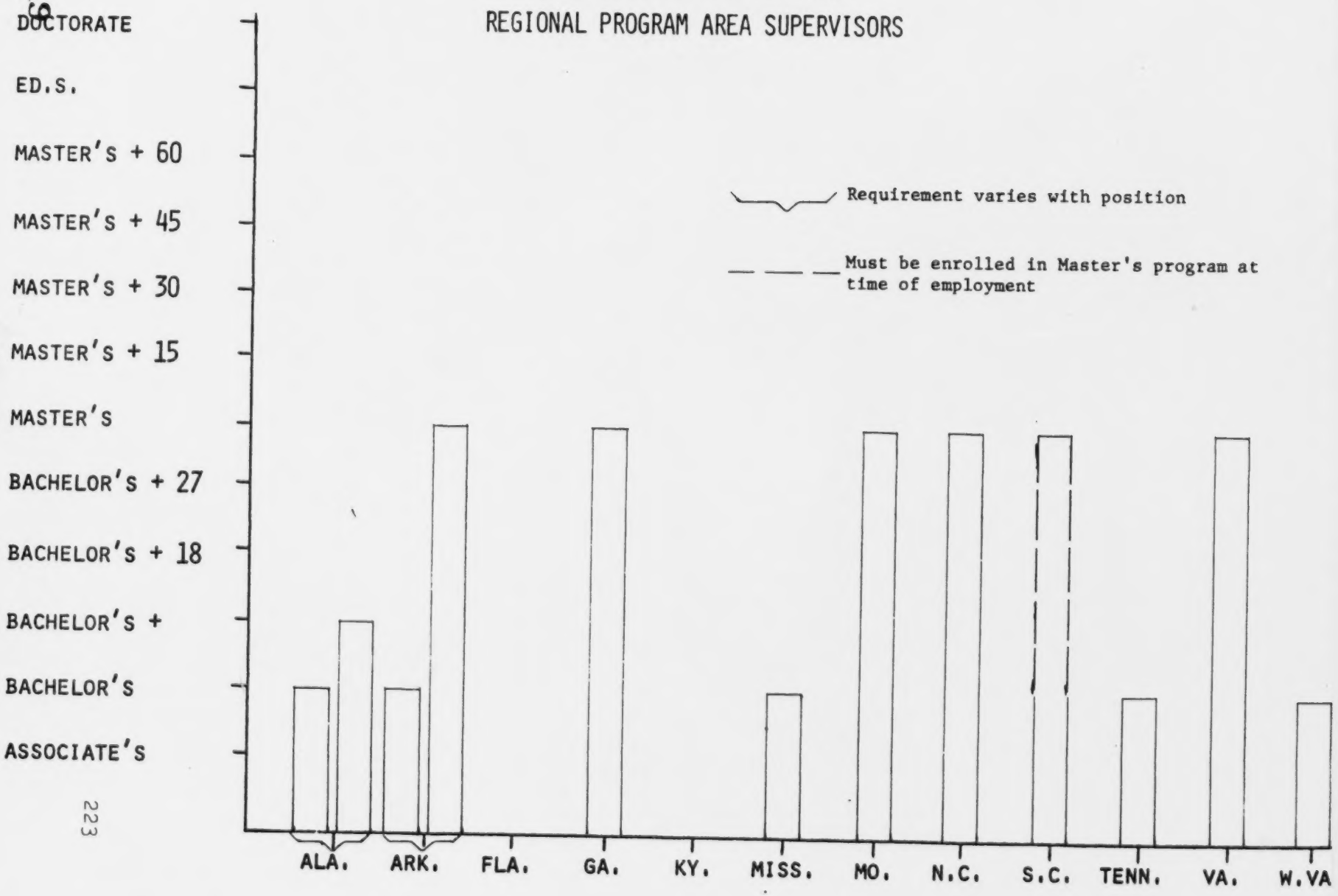
VIRGINIA: ASSISTANT SUPERVISORS

The Assistant Supervisors shall hold a Master's Degree with a major in education or a major in the vocational field in which employed or be enrolled in a program leading to such a degree.

WEST VIRGINIA: PROGRAM SPECIALISTS

The Program Specialists shall have a Bachelor's Degree with a major in one of the fields of vocational education.

EDUCATIONAL REQUIREMENTS
REGIONAL PROGRAM AREA SUPERVISORS



FIELD SUPERVISION

WORK EXPERIENCE REQUIREMENTS

ALABAMA: VOCATIONAL EDUCATION SUPERVISORS I

The Supervisors I shall have experience in teaching in the specialized field of vocational education to which assigned.

VOCATIONAL EDUCATION SUPERVISORS II

The Supervisors II shall have experience in teaching vocational or related subjects and some experience in the supervision of vocational instruction.

ARKANSAS: ASSISTANT SUPERVISORS

The Assistant Supervisors shall have a minimum of five years experience as a vocational teacher, coordinator, local supervisor, local director, teacher educator, or a member of the state staff in the field in which they are to serve.

The following subject areas are exceptions: Business and Office Education--4,000 hours of verified occupational experience in office work and vocational office education teaching or coordination experience. Distributive Education--three years teaching or coordination experience, marketing and distribution.

GEORGIA: ASSISTANT VOCATIONAL SUPERVISOR

The Assistant Supervisor shall have special training in the field to which assigned or two years employment in a professional education capacity in the area to which assigned.

EDUCATION PROGRAM REPRESENTATIVES

The Program Representatives shall have one year of employment in a responsible professional capacity in a field related to the one to which assigned.

WORK EXPERIENCE REQUIREMENTS (Continued)

MISSISSIPPI: ASSISTANT SUPERVISORS

The Assistant Supervisors shall have a minimum of two years teaching experience and/or work experience in their respective field.

MISSOURI: SUPERVISORS

The Supervisors shall have three years experience as a teacher or supervisor of their respective service.

NORTH CAROLINA: AREA CONSULTANTS I

The Area Consultants I shall have three years of experience in public education, preferably as a teacher.

AREA CONSULTANT II

The Area Consultant II shall have four years of experience in public education.

SOUTH CAROLINA: DISTRICT CONSULTANTS

The District Consultants shall have a minimum of three years teaching experience.

TENNESSEE: REGIONAL SUPERVISORS

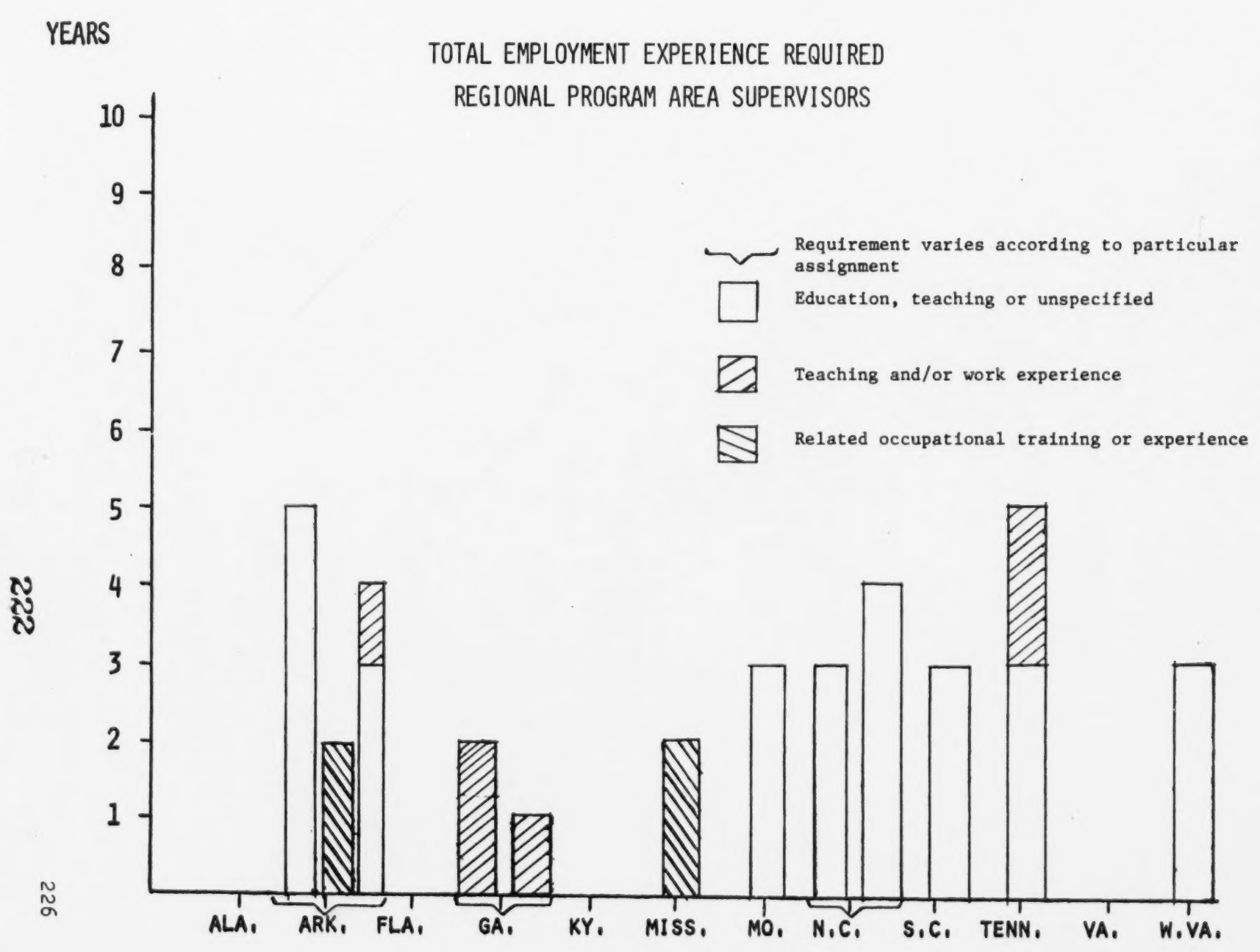
The Regional Supervisors shall have a minimum of three years teaching experience in an approved vocational program in their field, and two years of appropriate employment experience.

VIRGINIA: ASSISTANT SUPERVISORS

The Assistant Supervisors shall have demonstrated ability as a teacher in the vocational field in which employed.

WEST VIRGINIA: PROGRAM SPECIALISTS

The Program Specialists shall have three years experience as a teacher in an approved vocational, technical or occupational education program.


YEARS
TOTAL EMPLOYMENT EXPERIENCE REQUIRED
REGIONAL PROGRAM AREA SUPERVISORS
10
9
8
7
6
5
4
3
2
1
Requirement varies according to particular assignment
Education, teaching or unspecified
Teaching and/or work experience
Related occupational training or experience
ALA.
ARK.
FLA.
GA.
KY.
MISS.
MO.
N.C.
S.C.
TENN.
VA.
W.VA.

FIELD SUPERVISION

SALARY RANGE

ALABAMA: VOCATIONAL EDUCATION SUPERVISORS I AND II

The salary schedule is effective as of March 7, 1972. The salary range for Supervisors I is $10,387 through five steps to $12,766. The salary range for Supervisors II is $11,492 through five steps to $14,534.

ARKANSAS: ASSISTANT SUPERVISORS

The salary schedule is effective as of April 17, 1972. The salary range for Assistant Supervisors is $10,692 to $15,180.

GEORGIA: ASSISTANT VOCATIONAL SUPERVISORS

The salary schedule is effective as of July 1, 1970. The salary range for Assistant Supervisor is $11,298 through five steps to $15,006.

EDUCATION PROGRAM REPRESENTATIVES

The salary schedule is effective as of July 1, 1970. The salary range for Program Representatives is $10,290 through $13,650.

MISSISSIPPI: ASSISTANT SUPERVISORS

The salary schedule is effective as of June 7, 1972. The salary range for Assistant Supervisors is $11,064 through eight steps to $15,564.

MISSOURI: SUPERVISORS

The salary schedule is effective as of April 19, 1972. The salary range for Supervisors is $11,232 through eight steps to $16,416.

SALARY RANGE (continued)

NORTH CAROLINA: AREA CONSULTANTS I AND II

The salary schedule is effective as of July 1, 1972. The salary range for Consultants I is $11,340 through six steps to $14,412. The salary schedule is effective as of July 1, 1972. The salary range for Consultant II is $13,092 through six steps to $16,644.

SOUTH CAROLINA: DISTRICT CONSULTANTS

The salary schedule is effective as of March 7, 1972. The salary range for District Consultants is $9,470 through two steps to $10,965.

TENNESSEE: REGIONAL SUPERVISORS

The salary schedule is effective as of July 8, 1971. The salary range for Regional Supervisors is $9,900 through five steps to $12,240.

VIRGINIA: ASSISTANT SUPERVISORS

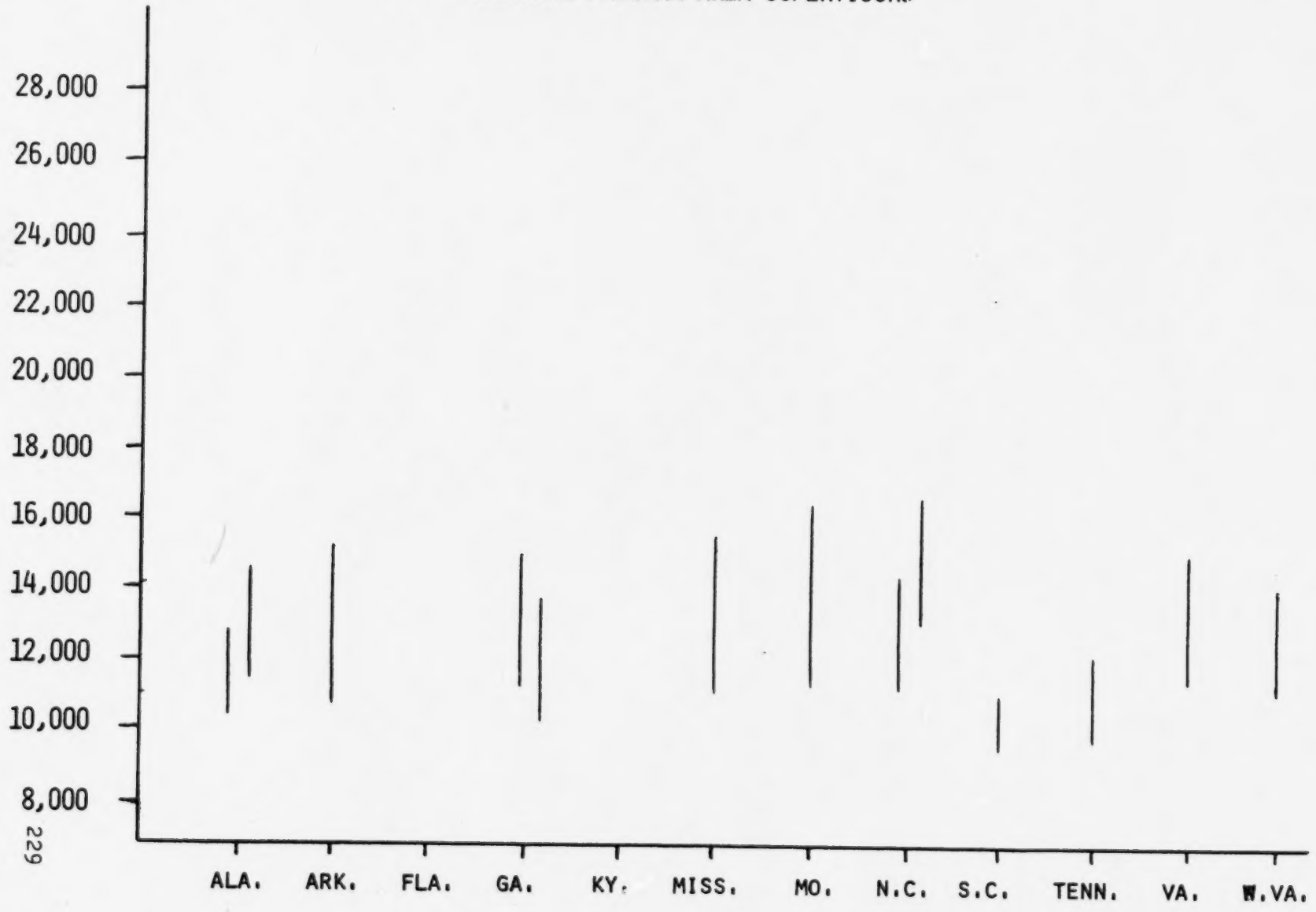
The salary schedule is effective as of March 6, 1972. The salary range for Assistant Supervisors is $11,472 through five steps to $15,000.

WEST VIRGINIA: PROGRAM SPECIALISTS

The salary schedule is effective as of March 28, 1972. The salary range for Program Specialists is $10,980 through four steps to $14,100.

SALARY RANGES

REGIONAL PROGRAM AREA SUPERVISORS



SELECTED LOCAL EDUCATIONAL EMPLOYERS

LOCAL CITY VOCATIONAL SALARY VS STATE LEVEL VOCATIONAL SALARY

Four school systems were selected for this survey to identify the salary structure for positions of vocational instructors, vocational supervisors, and vocational directors. Three school systems were selected in East Tennessee: Knoxville City Schools, Knox County School System, and the Chattanooga City School System. The Memphis City School System was also used in the salary survey as the system representing the western part of the state and one of the larger public systems in the country.

The following pages provide a basis for a mean comparison of two positions: the Director of Vocational Education in each school system and the position of Supervisor of Vocational Education. For purposes of this study, the Director is assumed to have an earned Master's Degree for salary placement. The Supervisor's salary ranges from the entry level with the Bachelor's Degree through the last step for the Master's Degree. It should be noted that both the city systems of Knoxville and Memphis incorporate a separate salary schedule for the Supervisor of Vocational Education.

In two of the five public school systems (Knoxville and Memphis), the local director of vocational education is paid a higher salary than the State Assistant Commissioner of Education for Vocational Education as shown by comparing Table 1 with Table 2.

TABLE 1

SALARY MEAN COMPARISON

FOR DIRECTOR AND SUPERVISOR LOCAL SCHOOL SYSTEMS

CITY	DIRECTOR* (240 Day Contract)	SUPERVISOR (240 Day Contract)
KNOXVILLE CITY	$17,888.00	$13,000.00
KNOX COUNTY	14,276.40	13,889.40
CHATTANOOGA CITY SCHOOLS	15,030.00	13,671.00
MEMPHIS CITY SCHOOLS	20,603.88	14,410.44

*Based on Master's Degree

TABLE 2

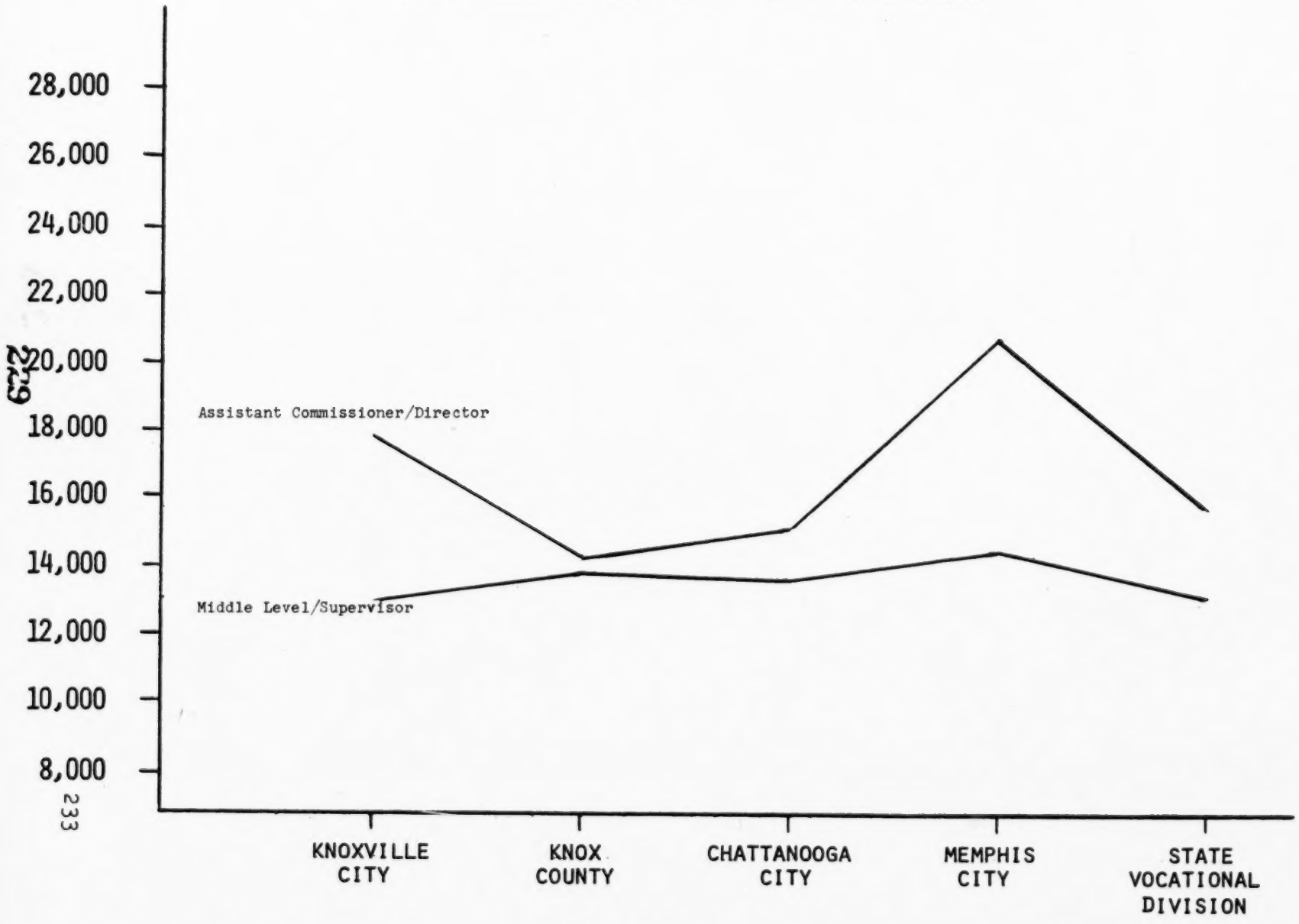
SALARY MEANS OF STATE LEVEL VOCATIONAL POSITIONS

POSITION	SALARY MEANS*
DIRECTOR (Assistant Commissioner of Education)	$15,690.00
COORDINATORS	14,040.00
DIRECTORS	13,020.00
SUPERVISORS	11,520.00
REGIONAL COORDINATORS	13,530.00
REGIONAL SUPERVISORS	11,070.00

*Based on July 8, 1971 Salary Schedule

Some means must be identified to correct what is now a deficient salary condition existing on the State Division of Vocational Education. As present employees retire or move to higher paying positions, the Vocational Division needs to improve its bargaining posture by being in a financial position to encourage more experienced and better educated personnel to join its ranks. The excellence of any organization can be traced to capable leadership in all positions at top management level.

LOCAL/STATE COMPARISON OF SALARY SCALE (MEAN)



KNOXVILLE CITY SCHOOLS

Salary Schedule for Vocational Positions

Salaries for Knoxville City Vocational Education Instructors are based on the approved Teachers' Salary Schedule, Masters Scale. All instructors new to the system may bring with them for credit the maximum of ten years experience. Military service is counted toward "teaching experience;" also, work experience approved by the State Vocational Office will contribute years toward "teaching experience" to a maximum of ten years. The vast majority of the vocational instructors are on a 220-day contract, with a few on a 240-day contract.

If the instructor has less than the earned Master's Degree, one year of "educational experience" is deducted for each year of formal education short of the Master's Degree.

Example

A position becomes available for a drafting instructor. The new employee offers five years approved work experience, two years military experience and three years formal college work. The new contract is to be established for 220 days.

2 years military experience
5 years work experience
7 years total

The new instructor has completed three years of college.

5 years for Master's Degree

Less 3 years college

Lacks 2 years of Master's Degree

7 years total "teaching experience" credit

Less 2 years lacking to the Master's Degree

Total 5 years "teaching experience" credit

The new instructor will be placed on step five of the Master's Scale, or $8287.50. In view, the new contract is to be extablished for 220 days, and 10% is added to step five.

$8,287.50

plus 10% 828.75

$9,116.25 total amount of contract

KNOXVILLE CITY SCHOOLS

Adult and Vocational Education
1971 - 1972

Director of Vocational Education (240 day contract)

Step	Salary Scale
0	$16,640.00
1	17,056.00
2	17,472.00
3	17,888.00
4	18,304.00
5	18,720.00
6	19,136.00

Supervisors of High School Vocational Education

Coordinator of Manpower Development Training

Coordinator of Evening Trade

Coordinator of Distributive Education

Coordinator of Adult Home Economics (Part Time)

Step	Salary Scale
0	$12,064.00
1	12,376.00
2	12,688.00
3	13,000.00
4	13.312.00
5	13,624.00
6	13,936.00

(All above positions are on a 240 day basis.)

KNOXVILLE CITY SCHOOLS

Salary Schedule - Teachers - 1971-72
Academic Teachers

Approved Experience	B.A. Degree	M.A. Degree	M.A. + 45 Qtr. Hours	Doctor's Degree
0	6,500.00	7,150.00	7,345.00	7,897.50
1	6,727.50	7,377.50	7,572.50	8,157.50
2	6,955.00	7,605.00	7,800.00	8,385.00
3	7,182.50	7,832.50	8,027.50	8,612.50
4	7,410.00	8,060.00	8,255.00	8,840.00
5	7,637.50	8,287.50	8,515.00	9,100.00
6	7,865.00	8,515.00	8,775.00	9,327.50
7	8,157.50	8,742.50	9,035.00	9,620.00
8	8,450.00	8,970.00	9,327.50	9,912.50
9	8,742.50	9,197.50	9,620.00	10,205.00
10	9,035.00	9,490.00	9,912.50	10,497.50
11	9,327.50	9,782.50	10,205.00	10,790.00
12	9,620.00	10,075.50	10,497.50	11,082.50
13		10,367.50	10,790.00	11,375.00
14			11,082.50	11,667.50
15				11,960.00

KNOX COUNTY SCHOOLS

Salary Schedule for Vocational Positions

Knox County vocational instructors are placed on scale based on educational, teaching, and military service. All vocational instructors are on contract for 220 days except horticulture instructors who are on contract for 240 days.

Example

A starting auto mechanics instructor with no prior teaching experience, but with two years military service (application for employment was approved by the state vocational office with no formal college work completed) would receive:

Step 2 Bachelor's Scale	$6,966.00
10% of Base Scale	696.60
Total to Be Paid over 12 mo.	$7,662.60

All Knox County vocational supervising personnel are on contract for 240 days plus a supervising supplement based on the following scale:

Step	Supplement
1	$3,000
2	3,300
3	3,600
4	3,900
5	4,200
6	4,500

The supplemental steps are determined by years service in present position for Knox County.

Example

A vocational supervisor having completed three years in Knox County as supervisor with two years military experience and a Master's Degree would receive:

Step 5 Master's Scale	$8,385	(for 200 days)
Plus 20% for 240 day contract	1,677	
Plus Supervisor Supplement for 3 years Knox County Service as Supervisor (Step 4)	3,900	
Total To Be Paid over 12 mo.	$13,962	

KNOX COUNTY SCHOOLS

Salary Schedule - Teachers* - 1971-72**
Academic Teachers

Approved Experience	B.A. Degree	M.A. Degree	M.A. + 45 Qtr. Hours	Doctor's Degree
0	6450	7095	7482	7998
1	6708	7353	7740	8256
2	6966	7611	7998	8514
3	7224	7869	8256	8772
4	7482	8127	8514	9030
5	7740	8385	8772	9288
6	7998	8643	9030	9546
7	8256	8901	9288	9804
8	8514	9159	9546	10062
9	8772	9417	9804	10320
10	9030	9675	10062	10578
11	9288	9933	10320	10836
12	9546	10191	10578	11094
13		10449	10836	11352
14			11094	11610
15				11868

*Teachers, Librarians, Guidance Counselors, Administrative Aides, Administrative Interns, and Attendance Teachers are paid on the Teachers Salary Schedule.

**Salary payable for 10 pay periods.

CHATTANOOGA CITY SCHOOLS

Salary Schedule - Personnel* - 1971-72**

Directors

Step	Bachelor's Degree or Below	Master's Degree	Master's Degree +45 Qtr. Hours	Ph. D. or Ed. D. Degree
1	12,212	13,430	13,791	14,565
2	12,612	13,830	14,191	14,965
3	13,012	14,230	14,591	15,365
4	13,412	14,630	14,991	15,765
5	13,812	15,030	15,391	16,165
6	14,212	15,430	15,791	16,565
7[a]	14,612	15,830	16,191	16,965
8	15,012	16,230	16,591	17,365
9		16,630	16,991	17,765
10			17,391	18,165

Specialists

1	11,462	12,680	13,041	13,815
2	11,862	13,080	13,441	14,215
3	12,262	13,480	13,841	14,615
4	12,662	13,880	14,241	15,015
5	13,062	14,280	14,641	15,415
6	13,462	14,680	15,041	15,815
7[b]	13,862	15,080	15,441	16,215
8	14,262	15,480	15,841	16,615
9		15,880	16,241	17,015
10			16,641	17,415

*Personnel other than teachers
**Salary payable annually in twelve pay periods
[a]Salary of Senior High Principals (Class I School--14 Years Exp.)
[b]Salary of Elementary Principals (Class I School--14 years Exp.)

CHATTANOOGA CITY SCHOOLS

Salary Schedule - Teachers* - 1971-72**
Academic Teachers

Approved Experience	B.A. Degree	M.A. Degree	M.A. + 45 Qtr. Hours	Doctor's Degree
0	6800	7595	7860	8480
1	7022	7831	8097	8717
2	7244	8067	8334	8954
3	7466	8303	8571	9191
4	7688	8539	8808	9428
5	7910	8775	9045	9665
6	8132	9011	9282	9902
7	8354	9247	9519	10139
8	8576	9483	9756	10376
9	8798	9719	9993	10613
10-11	9020	9955	10230	10850
12	9242	10191	10467	11087
13	9464	10427	10704	11324
14	9690	10664	10953	11572

*Teachers, Librarians, Guidance Counselors, Administrative Aides, Administrative Interns, and Attendance Teachers are paid on the Teachers Salary Schedule.

**Salary Payable for 10 Pay Periods

MEMPHIS CITY SCHOOLS

Salary Schedule - Personnel* - 1971-72**

	Entry	Maximum
Instructional Consultant	14,065.92	16,220.16
Area Specialist	11,903.76	16,917.12
Assistant Director	16,917.12	18.968.40
Director	19,562.40	21,645.36
Coordinator	21,648.00	23,664.00
Assistant Superintendent	not available	not available
Superintendent	not available	not available

Vocational teachers in the Memphis City System receive a supplement in addition to the basic academic teacher scale. The vocational supplement is 75% of one month's pay shown as applicable on the Tennessee Minimum Schedule for certified classroom teachers.

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*Personnel other than teachers

**Salary payable annually in twelve pay periods

MEMPHIS CITY SCHOOLS

Salary Schedule - Teachers* - 1971-72**
Academic Teachers

Other Serv. No. of Years	Mfs. Serv.	Less than a B.A. Degree	B.A. Degree	M.A. Degree	M.A. + 45 Qtr. Hours	Doctor's Degree
0	0	553.00	660.00	740.00	832.00	883.00
1	1	565.00	677.00	759.00	855.00	914.00
2	2	577.00	694.00	778.00	878.00	945.00
3	3	589.00	711.00	797.00	901.00	976.00
4	4	605.00	735.00	819.00	927.00	1008.00
5	5	621.00	759.00	841.00	953.00	1040.00
6	6	637.00	783.00	863.00	979.00	1072.00
7	7	653.00	807.00	885.00	1005.00	1104.00
8	8	669.00	831.00	908.00	1031.00	1136.00
9	9	685.00	855.00	931.00	1057.00	1168.00
10 and Over	10	701.00	879.00	954.00	1083.00	1200.00
	11	717.00	915.00	987.00	1117.00	1236.00
	12	739.00	951.00	1020.00	1151.00	1272.00
	13	762.00	988.00	1053.00	1184.00	1308.00
	14	785.00	1025.00	1087.00	1217.00	1344.00
	15			1122.00	1245.00	1380.00
	20	795.00	1035.00	1132.00	1255.00	1390.00

*Teachers, Librarians, Guidance Counselors, Administrative Aides, Administrative Interns, and Attendance Teachers are paid on the Teachers Salary Schedule.

**Salary Payable for 10 Pay Periods

TENNESSEE MINIMUM SCHEDULE FOR CERTIFIED CLASSROOM TEACHERS

Exp. No. of Yrs.	Description of Training: 0 Yrs. Coll.	1 Yrs. Coll.	2 Yrs. Coll.	3 Yrs. Coll.	B.A. Deg.	M.A. Deg.	M.A. + 45 Qtr. Hrs.	Ph.D.
0	4110	4160	4455	4670	5500	6000	6500	7000
1	4150	4200	4505	4720	5570	6075	6575	7075
2	4190	4240	4555	4770	5640	6150	6650	7150
3	4230	4280	4605	4820	5710	6225	6725	7225
4	4270	4320	4655	4870	5780	6300	6800	7300
5	4310	4360	4705	4920	5850	6375	6875	7375
6	4350	4400	4755	4970	5920	6450	6950	7450
7	4350	4400	4805	5020	5990	6525	7025	7525
8	4350	4400	4855	5070	6060	6600	7100	7600
9	4350	4400	4905	5120	6130	6675	7175	7675
10	4350	4400	4955	5170	6200	6750	7250	7750
11	4350	4400	4955	5170	6270	6825	7325	7825
12	4350	4400	4955	5170	6340	6900	7400	7900
13	4350	4400	4955	5170	6410	6975	7475	7975
14	4350	4400	4955	5170	6480	7050	7550	8050
15 or more	4350	4400	4955	5170	6550	7125	7625	8125

[1]Tennessee State Board of Education, Rules, Regulations, and Minimum Standards (Nashville 1972), p. 5.

COST OF LIVING

COST OF LIVING MEASURES

In order to make accurate and relevant statements regarding the cost of living (COL) for people working in the positions and localities involved in the study, data was sought which would meet the following criteria;

1. Data collection procedures must be rigorously defined and explicit.
2. Data sampling categories must be extensive, including all major areas of living expenses.
3. Extensive and differentiated data must be presented for many different southeastern residential localities for comparative purposes.
4. Comprehensive and representative data must be provided on statewide, regional, and national bases for normative purposes.
5. Data must differentiate between rural and urban costs of living.
6. COL data must be relevant to professional standards of living as opposed to marginal-subsistence base levels, or clerical and wage-earner levels.

A single comprehensive cost of living (COL) index meeting these desired criteria is not available at this time, although such a project is now in the initial stages of development.[1] In lieu of such an ideal instrument, two

separate COL studies meeting most of the ideal criteria were utilized.

BLS

The Bureau of Labor Statistics (BLS) of the U. S. Department of Labor compiles two closely related COL measures known as the Urban Family Budgets and Georgraphic Comparative Indexes. The most recent editions are the Autumn 1971 revisions, updating the extensive Spring 1970 survey. These recent editions are utilized in this study.

The Urban Family Budgets (Tables A-1, A-2, and A-3) is a compilation of data indicating living costs for a precisely defined, hypothetical family of four. Differential listings are provided for three different levels of living (high, intermediate, and low) in forty federal Standard Metropolitan Statistical Areas (SMSA's). Eight cities within the region of the current study[2] are among the Family Budgets listings, as well as a regional nonmetropolitan average (towns of less than 50,000 population. The Family Budgets, being a distant cousin of the Consumer Price Index, and utilizing the SMSA's, are designed to be representative, in that all regions and sizes of cities are represented to the extent they figure in the national population. The Family Budgets and their derivative, the Geographic Comparative Indexes (Tables B-1, B-2, and B-3), do not include rural COL data, do not offer overall averages for regional comparisons, and do not survey living costs on a state-by-state basis.

ACCRA

The Cost of Living Indicators, a quarterly study of the non-governmental American Chamber of Commerce Researchers Association, is formulated from the pricing of forty-five specific products and services in 146 cooperating cities. Although the sampling of items is limited, the study is comprehensive in that it includes items from most categories involved in living costs determination. The indicators are keyed to living costs typical of a "middle management executive family of four," with data collected quarterly according to explicit instructions regarding procedures, specifications, and quantities.

The Indicators is comprised of two parts. The Price Report (Table C-1 and C-2) lists the specific prices for the forty-four items by cities. The Inter-City Index (Table D-1) is derived from the Price Report, combining the itemized prices into six COL categories, weighing each according to its assumed importance, and converting them into index numbers with the referent of 100 being the averages of the 146 cities.

The Indicators are not representative in that the participant cities are not a true cross-section of the national population proportionately representing all areas, states, regions, and sizes of cities. No averages other than the national overall figures are given. A sizeable sample

of fifty southeastern cities and towns from the eleven-state study area are included in the ACCRA measures. The Cost of Living Indicators for the First Quarter 1972 are cited here, since they approximate in time the data of the BLS publications.

Comparison and Evaluation

The four COL measures described above are dissimilar in several key dimensions, and caution must be urged in comparing them.

The BLS index referent of 100 approximates a true national urban average based on the SMSA's. The ACCRA index referent of 100 is not represented as a truly representative national average, for it is composed of cities and towns disproportionately representing areas, states, regions, and sizes of municipalities. Specifically, large cities are under-represented and small towns over-represented in the index. Also, the sample is regionally distorted, the Southeast, with 20.1 percent of national population,[3] contributing 34.2 percent of the reporting cities (50 of 146).

Both BLS and ACCRA studies are comprehensive and include COL data in categories of food, housing, transportation, medical expenses, etc. BLS has the more comprehensive study because of the depth of its sample.

The ACCRA research is of particular value to this study

because of its breadth. BLS includes only eight metropolitan areas from eight of the regional states, with only two of these being capitals. ACCRA's fifty regional cities represent all study states and includes nine of the capitals. Although ACCRA is of less value in making inter-regional and regional-national comparisons, the ACCRA index is especially suited for inter-city and intra-regional comparisons within the Southeast.

Neither organization's research is faulted for technical rigor. Both sources are of exceptional value to this study because of their applicability to professional level workers. ACCRA concentrates exclusively on this level, and BLS offers three separate levels with the "higher level" approximating managerial-professional living standards.

Both COL measures are of great value because they utilize indexes, which are readily understood and are almost analogous to percentages. Index ratings from the BLS and ACCRA scales should not, however, be directly compared with one another. Direct comparisons should be made only within the listings of each respective scale since each set of data was collected and tabulated according to different sampling specifications.

COST OF LIVING FINDINGS

National-Regional COL Differences

Both indexes indicated slightly lower COL ratings within

the southeastern region when compared with the national averages. The BLS Indexes for the eight cities range from 88 to 103 with a derived unweighted average for the three budgets of 95.46. The ACCRA Index gives an unweighted average for fifty southeastern cities of 97.76.

Although lower COL figures were anticipated when comparing southeastern COL averages with national COL averages, and examination of the indexes indicates that these differences do exist, this difference is surprisingly lesser in degree than popularly believed.

Metropolitan-Nonmetropolitan Differences

Both indexes point out another expected and far more extensive difference, that difference being between large metropolitan cities and smaller, nonmetropolitan urban areas (towns), both on national and regional bases. The BLS Indexes show the national nonmetropolitan averages as a low of 86. Southeastern nonmetropolitan averages dropped to an even lower 80. Division of the ACCRA cities into metropolitan and nonmetropolitan areas, using SMSA's division criteria of 50,000 population, yields similar differences with ACCRA Index averages of 98.89 for thirty-five southeastern metropolitan cities and 94.78 for fifteen southeastern nonmetropolitan areas. This trend is similar when comparing the 98.97 average of the nine southeastern capital cities with the fifteen-town nonmetropolitan average.

Levels of Living Differences

Comparison among the three levels of living reported in the Budgets provide several items of relevant information. Southeastern Budgets index listings for the higher level of living are more divergent from the national average than those for the lower level of living. These differences between COL at different budget levels are most pronounced in nonmetropolitan areas, however, and are far less pronounced in southeastern metropolitan areas.

Intra-Regional Differences

Differences in COL among different cities and localities within the southeast region are found by both indexes. These intra-regional differences are of a magnitude similar to those found between metropolitan and nonmetropolitan areas.

SUMMARY

Four cost of living indicators from two reliable sources were utilized. The COL data is summarized graphically in Tables E-1 and E-2. The COL figures for the regional states in the study average slightly less than five percent below the national average. Comparison between COL figures for metropolitan and nonmetropolitan areas reveal a 10-20 percent difference between the two on both national and regional levels, making the COL for southeastern metropolitan areas more comparable to those of

other metropolitan areas outside the region than with nonmetropolitan areas within the Southeast. Intra-regional COL comparsons indicated differences of up to 10 percent among different southeastern cities.

FOOTNOTES: COST OF LIVING

1. See G. H. Moore and Maxine Stewart, "New Developments in Labor Statistics," Monthly Labor Review, March 1972 (pp. 3-13).

2. The contiguous southeastern states of Virginia, West Virginia, North Carolina, South Carolina, Georgia, Florida, Alabama, Mississippi, Tennessee, Arkansas, Missouri, and Kentucky.

3. As reported in the 1970 Census.

TABLE A-1

Annual budgets at a higher level of living for a 4-person family,[1] autumn 1971

Area	Total Budget	Family Consumption							Other Items[5]	Social Security & Disability Payments	Personal Income Taxes
		Total	Food	Housing[2]	Transportation[3]	Clothing & Personal Care	Medical Care	Other Family Consumption			
Urban United States	$15,905	$11,935	$3,198	$3,980	$1,250	$1,740	$638	$1,129	$937	$419	$2,614
Metropolitan Areas[6]	16,408	12,282	3,274	4,137	1,273	1,765	659	1,172	955	421	2,751
Nonmetropolitan Areas[7]	13,657	10,385	2,857	3,277	1,147	1,625	543	935	861	409	2,002
South:											
Cincinnati, Ohio-Ky.-Ind.	14,664	11,207	3,101	3,553	1,179	1,706	545	1,123	901	406	2,150
Durham, N. C.	14,984	11,114	2,953	3,478	1,165	1,704	682	1,132	897	406	2,567
St. Louis, Mo.-Ill.	15,733	11,812	3,350	3,673	1,352	1,745	586	1,106	932	406	2,583
Kansas City, Mo.-Ill.	16,117	12,077	3,267	3,909	1,304	1,838	615	1,144	945	406	2,689
Atlanta, Georgia	13,883	10,740	3,019	3,123	1,185	1,687	598	1,128	878	406	1,859
Nashville, Tenn.	14,331	11,183	2,834	3,620	1,236	1,790	558	1,145	900	406	1,842
Orlando, Florida	13,923	10,878	2,810	3,507	1,171	1,599	647	1,144	885	406	1,754
Washington, D.C.-Md.-Virginia	16,345	12,002	3,228	3,917	1,310	1,726	650	1,171	941	406	2,996
Nonmetropolitan Areas[7]	12,742	9,802	2,750	2,908	1,146	1,561	522	915	831	407	1,702

[1] The family consists of an employed husband, age 38, a wife not employed outside the home, an 8-year-old girl, and a 13-year-old boy.
[2] Housing includes shelter, household operations, housefurnishings, and lodging out of home city. Average budgets for shelter are weighted by the following proportions: 15 percent for renter costs, 85 percent for homeowner costs.
[3] All families were assumed to be automobile owners.
[4] In total medical care, average budgets for medical insurance were weighted by the following proportions: 30 percent for families paying full cost of insurance; 26 percent for families paying half cost; 44 percent for families covered by noncontributory insurance plans (paid by employer).
[5] Includes allowances for gifts and contributions, life insurance, and occupational expenses.
[6] As defined in 1960-61. For a detailed description of current and previous geographical boundaries see the 1967 edition of Standard Metropolitan Statistical Areas, prepared by the Bureau of the Budget.
[7] Places with population of 2,500 to 50,000.

TABLE A-2

Annual budgets at an intermediate level of living for a 4-person family,[1] autumn 1971

Area	Total Budget	Family Consumption							Other Items[5]	Social Security & Disability Payments	Personal Income Taxes
		Total	Food	Housing[2]	Transportation[3]	Clothing & Personal Care	Medical Care[4]	Other Family Consumption			
Urban United States	$10,971	$8,626	$2,532	$2,638	$ 964	$1,196	$612	$684	$560	$419	$1,366
Metropolitan Areas[6]	11,232	8,823	2,575	2,723	969	1,214	633	709	567	421	1,421
Nonmetropolitan Areas[7]	9,805	7,746	2,338	2,258	941	1,113	521	575	530	409	1,121
South:											
Cincinnati, Ohio-Ky.-Ind.	10,493	8,303	2,450	2,470	986	1,183	523	691	549	406	1,235
Durham, N. C.	10,489	8,168	2,332	2,407	918	1,159	661	691	544	406	1,371
St. Louis, Mo.-Ill.	10,944	8,608	2,593	2,524	1,052	1,205	563	671	559	406	1,371
Kansas City, Mo.-Kans.	10,981	8,629	2,506	2,525	1,042	1,270	592	694	560	406	1,386
Atlanta, Georgia	9,813	7,824	2,364	2,092	940	1,149	575	704	532	406	1,051
Nashville, Tenn.	9,976	8,031	2,269	2,349	963	1,214	536	700	539	406	1,000
Orlando, Florida	9,695	7,808	2,244	2,237	917	1,090	623	697	531	406	950
Washington, D.C.-Md.-Virginia	11,252	8,717	2,552	2,658	1,001	1,163	625	718	563	406	1,566
Nonmetropolitan Areas[7]	9,180	7,301	2,253	1,987	929	1,067	499	566	514	407	958

[1] The family consists of an employed husband, age 38, a wife not employed outside the home, an 8-year-old girl, and a 13-year-old boy.

[2] Housing includes shelter, household operations, and housefurnishings. Average budgets for shelter are weighted by the following proportions: 25 percent for renter costs, 75 percent for homeowner costs.

[3] Average budgets for automobile owners and nonowners are weighted by the following proportions: Boston, Chicago, New York, and Philadelphia, 80 percent for owners, 20 percent for nonowners; Baltimore, Cleveland, Detroit, Los Angeles, Pittsburgh, San Francisco, St. Louis, and Washington, with 1.4 million of population or more, in 1960, 95 percent for automobile owners, and 5 percent for nonowners; all other areas, 100 percent for automobile owners.

[4] In total medical care, average budgets for medical insurance were weighted by the following proportions: 30 percent for families paying full cost of insurance; 26 percent for families paying half costs; 44 percent for families covered by noncontributory insurance plans (paid by employer).

[5] Includes allowances for gifts and contributions, life insurance, and occupational expenses.

[6] As defined in 1960-61. For a detailed description of current and previous geographical boundaries, see the 1967 edition of Standard Metropolitan Statistical Areas, prepared by the Bureau of the Budget.

[7] Places with populations of 2,500 to 50,000.

TABLE A-3

Annual budgets at a lower level of living for a 4-person family,[1] autumn 1971

Area	Total Budget	Family Consumption							Other Items[5]	Social Security & Disability Payments	Personal Income Taxes
		Total	Food	Housing[2]	Transportation[3]	Clothing & Personal Care	Medical Care[4]	Other Family Consumption			
Urban United States	$7,214	$5,841	$1,964	$1,516	$536	$848	$609	$368	$357	$387	$629
Metropolitan Areas[6]	7,330	5,926	1,996	1,543	512	862	630	383	359	395	651
Nonmetropolitan Areas[7]	6,694	5,464	1,824	1,396	641	787	517	299	345	352	533
South:											
Cincinnati, Ohio-Ky.-Ind.	6,854	5,560	1,939	1,351	524	842	520	384	348	359	587
Durham, N. C.	7,009	5,666	1,791	1,564	459	820	658	374	351	364	628
St. Louis, Mo.-Ill.	7,238	5,855	2,033	1,451	590	856	559	366	357	376	650
Kansas City, Mo.-Kans.	7,241	5,852	1,982	1,451	554	898	590	377	357	377	655
Atlanta, Georgia	6,681	5,496	1,807	1,423	490	812	570	394	346	348	491
Nashville, Tenn.	6,584	5,440	1,763	1,415	497	851	534	380	344	343	457
Orlando, Florida	6,786	5,596	1,736	1,614	478	767	620	381	349	354	487
Washington, D.C.-Md.-Virginia	7,500	6,012	1,940	1,710	540	809	621	392	361	390	737
Nonmetropolitan Areas[7]	6,267	5,165	1,731	1,270	626	745	496	297	336	327	439

[1] The family consists of an employed husband, age 38, a wife not employed outside the home, an 8-year-old girl, and a 13-year-old boy.

[2] Housing includes shelter, household operations, and housefurnishings. All families with the lower budget are assumed to be renters.

[3] Average budgets for automobile owners and nonowners are weighted by the following proportions of families: Boston, Chicago, New York, and Philadelphia, 50 percent for both automobile owners and nonowners; all other metropolitan areas, 65 percent for automobile owners; 35 percent for nonowners; nonmetropolitan areas, 100 percent for automobile owners.

[4] In total medical care, average budgets for medical insurance were weighted by the following proportions: 30 percent for families paying full cost of insurance; 26 percent for families paying half cost; 44 percent for families covered by noncontributory insurance plans (paid by the employer).

[5] Includes allowance for gifts and contributions, life insurance, and occupational expenses.

[6] As defined in 1960-61. For a detailed description of current and previous geographical boundaries, see the 1967 edition of Standard Metropolitan Statistical Areas, prepared by the Bureau of the Budget.

[7] Places with population of 2,500 to 50,000.

TABLE B-1

Comparative indexes based on a higher budget for a 4-person family,[1] autumn 1971

Area	Total Budget	Family Consumption							Personal Income Taxes
		Total	Food	Housing[2]	Transportation[3]	Clothing & Personal Care	Medical Care[4]	Other Family Consumption	
Urban United States	100	100	100	100	100	100	100	100	100
Metropolitan Areas[5]	103	103	102	104	102	101	103	104	105
Nonmetropolitan Areas[6]	86	87	89	82	92	93	85	83	77
South:									
Cincinnati, Ohio-Ky.-Ind.	92	94	97	89	94	98	85	99	82
Durham, N. C.	94	93	92	87	93	98	107	100	98
St. Louis, Mo.-Ill.	99	99	105	92	108	100	92	98	99
Kansas City, Mo.-Kans.	101	101	102	98	104	106	96	101	103
Atlanta, Georgia	87	90	94	78	95	97	94	100	71
Nashville, Tenn	90	94	89	91	99	103	87	101	70
Orlando, Florida	88	91	88	88	94	92	101	101	67
Washington, D.C.-Md.-Virginia	103	101	101	98	105	99	102	104	115
Nonmetropolitan Areas[6]	80	82	86	73	92	90	82	81	65

[1] The family consists of an employed husband, age 38, a wife not employed outside the home, an 8-year-old girl, and a 13-year-old boy.
[2] Housing includes shelter, household operations, housefurnishings and lodging out of home city. Average budgets for shelter are weighted by the following proportions: 15 percent for renter costs, 85 percent for homeowners costs.
[3] All families are assumed to be automobile owners.
[4] In total medical care, average budgets for medical insurance were weighted by the following proportions: 30 percent for families paying full cost of insurance; 26 percent for families paying half costs; 44 percent for families covered by noncontributory insurance plans (paid by employer).
[5] As defined in 1960-61. For a detailed description of current and previous geographical boundaries, see the 1967 edition of Standard Metropolitan Statistical Areas prepared by the Bureau of the Budget.
[6] Places with populations of 2,500 to 50,000.

TABLE B-2

Comparative indexes based on an intermediate budget for a 4-person family,[1] autumn 1971

Area	Total Budget	Family Consumption							Personal Income Taxes
		Total	Food	Housing[2]	Transportation[3]	Clothing & Personal Care	Medical Care[4]	Other Family Consumption	
Urban United States	100	100	100	100	100	100	100	100	100
Metropolitan Areas[5]	102	102	102	103	101	102	103	104	104
Nonmetropolitan Areas[6]	89	90	92	86	98	93	85	84	82
South:									
Cincinnati, Ohio-Ky.-Ind.	96	96	97	94	102	99	85	101	90
Durham, N. C.	96	95	92	91	95	97	108	101	100
St. Louis, Mo.-Ill.	100	100	102	96	109	101	92	98	100
Kansas City, Mo.-Kans.	100	100	99	96	108	106	97	101	101
Atlanta, Georgia	89	91	93	79	98	96	94	103	77
Nashville, Tenn.	91	93	90	89	100	101	88	102	73
Orlando, Florida	88	91	89	85	95	91	102	102	70
Washington, D.C.-Md.-Virginia	103	101	101	101	104	97	102	105	115
Nonmetropolitan Areas[6]	84	85	89	75	96	89	82	83	70

[1]The family consists of an employed husband, age 38, a wife not employed outside the home, an 8-year-old girl, and a 13-year-old boy.

[2]Housing includes shelter, household operations, and housefurnishings. Average budgets for shelter are weighted by the following proportions: 25 percent for renter costs, 75 percent for homeowner costs.

[3]Average budgets for automobile owners and nonowners are weighted by the following proportions: Boston, Chicago, New York, and Philadelphia, 80 percent for owners, 20 percent for nonowners; Baltimore, Cleveland, Detroit, Los Angeles, Pittsburgh, San Francisco, St. Louis, and Washington, with 1.4 million of population or more in 1960, 95 percent for owners and 5 percent for nonowners; all other areas 100 percent for automobile owners.

[4]In total medical care, average budgets for medical insurance were weighted by the following proportions: 30 percent for families paying full cost of insurance; 26 percent for familes paying half cost; 44 percent for families covered by noncontributory insurance plans (paid by employer).

[5]As defined in 1960-61. For a detailed description of current and previous geographical boundaries see the 1967 edition of Standard Metropolitan Statistical Areas, prepared by the Bureau of the Budget.

[6]Places with population of 2,500 to 50,000.

TABLE B-3

Comparative indexes based on a lower budget for a 4-person family,[1] autumn 1971

Area	Total Budget	Family Consumption							Personal Income Taxes
		Total	Food	Housing[2]	Transportation[3]	Clothing & Personal Care	Medical Care[4]	Other Family Consumption	
Urban United States	100	100	100	100	100	100	100	100	100
Metropolitan Areas[5]	102	101	102	102	96	102	103	104	103
Nonmetropolitan Areas[6]	93	94	93	92	120	93	85	81	85
South:									
Cincinnati, Ohio-Ky.-Ind.	95	95	99	89	98	99	85	104	93
Durham, N. C.	97	97	91	103	86	97	108	102	100
St. Louis, Mo.-Ill.	100	100	104	96	110	101	92	99	103
Kansas City, Mo.-Kans.	100	100	101	96	103	106	97	102	104
Atlanta, Georgia	93	94	92	94	91	96	94	107	78
Nashville, Tenn.	91	93	90	93	93	100	88	103	73
Orlando, Florida	94	96	88	106	89	90	102	103	77
Washington, D.C.-Md.-Virginia	104	103	99	113	101	95	102	106	117
Nonmetropolitan Areas[6]	87	88	88	84	117	88	81	81	70

[1] The family consists of an employed husband, age 38, a wife not employed outside the home, an 8-year-old girl, and a 13-year-old boy.
[2] Housing includes shelter, household operations, and housefurnishings. All families with the lower budget are assumed to be renters.
[3] Average budgets for automobile owners and nonowners weighted by the following proportions of families: Boston, Chicago, New York, and Philadelphia, 50 percent for both automobile owners and nonowners: All other metropolitan areas, 65 percent for automobile owners, 35 percent for nonowners; nonmetropolitan areas, 100 percent for automobile owners.
[4] In total medical care, average budgets for medical insurance were weighted by the following proportions: 30 percent for families paying full cost of insurance; 26 percent for families paying half costs; 44 percent for families covered by noncontributory insurance plans (paid by employer).
[5] As defined in 1960-61. For detailed description of current and previous geographical boundaries, see the 1967 edition of Standard Metropolitan Statistical Areas, prepared by the Bureau of the Budget.
[6] Places with population of 2,500 to 50,000.

TABLE C-1

PRICE REPORT COLUMN HEADINGS

COLUMN NUMBER	CATEGORY	ITEM	BASIS
1	Meats	Round Steak	1b., USDA Choice
2		Ground Beef	1b.
3		Bacon	1b., lowest price
4		Frying chicken, whole	1b., Grade A
5	Dairy Products	Whole Milk, Fresh	½ gal., carton
6		Eggs, large	Doz., Grade A
7		Margarine	1b., lowest price
8	Produce	Potatoes	10 lbs., white or red
9		Bananas	1b.
10		Head Lettuce	each
11	Bakery Products	Bread, white	20 oz., lowest price
12	Tobacco	Cigarettes	carton, Winston, king-size
13	Miscellaneous Products	Coffee, vacuum packed	1b., Maxwell House
14		Peas, garden	#303 can, lowest price
15		Corn, cream style	#303 can, lowest price
16		Green Beans	#303 can, lowest price
17		Tomatoes	#303 can, lowest price
18		Peaches, halves	#2½ can, lowest price
19		Toilet Tissue	1 roll, Scott
20		Washing Powder	Giant, Tide
21		Shortening	3 lb., can, Crisco
22		Frozen Orange Juice	6 oz. can, lowest price
23		Frozen Peas	10 oz. pkg., lowest price
24		Baby Food	1 jar, Gerbers Strained Vegetables
25		Soft Drink	6 pack, 12 oz. cans 7-Up

TABLE C-1 (continued)

CITY, STATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
Birmingham, Ala.	133	67	54	25	62	48	23	76	15	36	27	408	95	20	18	21	21	32	18	84	97	21	24	11	91
Mobile, Ala.	121	68	59	35	62	44	18	84	10	38	27	399	95	22	20	17	21	35	19	74	104	21	22	10	79
Montgomery, Ala.	143	68	62	32	62	42	22	61	13	36	29	387	95	19	21	22	22	34	17	76	98	20	22	10	82
Ft. Smith, Ark.	119	69	59	41	51	52	20	84	12	34	20	419	89	20	19	19	20	35	16	87	89	23	23	13	91
Little Rock, Ark.	144	67	72	34	59	46	22	79	10	30	40	419	93	19	18	21	18	30	18	80	82	20	20	11	85
Boca Raton, Fla.	129	69	62	38	56	47	20	62	11	28	27	401	91	21	20	18	23	32	19	85	95	17	22	10	94
Ft. Lauderdale, Fla.	145	55	62	31	58	69	27	80	10	22	27	404	80	17	20	20	18	25	20	89	87	18	19	11	89
Orlando, Fla.	142	63	63	35	59	47	25	56	11	32	25	399	90	21	19	20	18	33	17	86	88	23	21	10	86
St. Petersburg, Fla.	139	67	50	34	65	47	30	66	11	31	27	425	91	21	21	19	23	34	18	90	86	19	20	10	56
Tallahassee, Fla.	108	59	52	33	59	51	19	47	10	29	26	405	89	19	20	17	16	27	17	69	85	16	23	10	89
Tampa, Fla.	122	67	53	39	59	46	22	62	11	27	28	406	84	21	20	19	18	30	18	91	97	20	21	10	91
Athens, Ga.	144	69	62	27	68	45	23	84	16	39	28	359	92	19	19	15	18	31	16	88	97	21	22	11	84
Atlanta, Ga.	176	69	54	36	63	51	26	89	13	35	24	356	93	19	22	19	21	32	15	85	94	18	22	11	81
Columbus, Ga.	129	66	55	35	67	47	17	86	11	32	23	355	93	29	29	27	20	35	10	73	98	17	21	10	79
Savannah, Ga.	152	73	58	38	69	44	28	79	12	30	33	354	91	22	28	28	29	37	17	82	96	28	25	12	89
Ashland, Ky.	154	78	79	41	66	46	27	79	12	33	30	264	96	23	22	22	26	36	19	89	86	30	24	11	98
Henderson, Ky.	128	64	58	28	53	48	22	59	11	31	29	263	94	19	20	19	25	33	14	79	102	21	22	11	86
Lexington, Ky.	129	66	62	33	63	49	22	82	16	32	30	262	92	20	19	17	24	32	19	88	94	20	22	11	89
Louisville, Ky.	140	71	55	31	63	51	25	59	14	34	29	266	99	20	22	20	22	33	17	90	104	22	24	11	89
Paducah, Ky.	131	73	59	29	60	47	21	65	10	38	29	264	89	17	18	18	21	30	16	88	95	21	24	10	78
Columbus, Miss.	111	70	63	31	61	46	23	77	14	34	26	327	96	20	21	19	23	33	20	87	99	22	23	12	87
Jackson, Miss.	121	70	53	32	60	46	16	82	15	42	22	322	93	19	18	19	19	31	16	82	86	24	20	12	77
Meridian, Miss.	128	62	54	27	65	42	20	72	13	29	21	323	81	23	22	25	20	35	17	86	82	21	23	11	67
Columbia, Mo.	127	69	52	36	60	39	27	81	12	33	33	370	86	17	20	17	21	30	16	77	87	20	21	9	86
St. Joseph, Mo.	126	70	66	31	59	44	19	69	10	31	23	372	90	17	18	16	19	34	18	79	92	18	23	12	96
St. Louis, Mo.	112	58	60	41	58	47	27	63	15	36	24	375	78	18	17	19	26	26	15	72	81	16	19	10	79
Springfield, Mo.	119	60	59	32	59	39	22	41	10	49	24	356	79	21	21	20	25	32	10	79	79	19	20	11	76
Asheville, N. C.	127	65	57	32	55	41	24	59	12	34	21	245	101	22	27	21	21	38	16	94	92	25	20	11	90
Charlotte, N. C.	135	63	51	32	65	40	21	53	11	26	25	243	98	17	18	17	18	30	16	86	95	21	22	11	86
Greensboro, N. C.	129	67	55	35	66	43	23	62	13	34	26	245	97	19	18	20	21	33	17	88	96	25	24	12	101
Hickory, N. C.	112	66	42	28	65	44	21	49	10	39	20	241	100	23	23	19	21	33	15	84	78	21	22	11	89
Southern Pines, N. C.	118	68	59	36	65	45	19	52	11	36	19	245	101	19	24	25	22	34	16	90	95	22	24	12	98
Wilmington, N. C.	113	59	44	25	63	37	21	39	9	21	25	245	101	20	20	20	20	25	15	78	78	22	22	11	82
Winston-Salem, N. C.	149	69	64	40	64	43	24	56	14	33	21	243	80	22	23	24	22	30	16	84	90	22	23	13	100
Charleston, S. C.	138	65	52	32	63	43	20	57	8	39	23	284	106	22	23	21	19	37	18	95	113	22	22	12	82
Greenville, S. C.	152	65	60	35	63	40	26	58	14	30	25	274	95	19	18	16	19	38	16	93	97	24	22	13	85
Rock Hills, S. C.	115	63	49	30	63	42	23	68	11	32	21	285	99	20	21	20	19	29	15	89	104	23	27	11	90
Columbia, Tenn.	97	67	69	31	54	50	23	69	12	26	33	373	96	16	17	20	24	34	20	84	99	21	24	12	89
Jackson, Tenn.	124	71	67	30	60	52	23	54	11	34	34	376	90	23	19	21	28	32	18	85	95	21	27	12	86
Knoxville, Tenn.	127	68	55	38	61	46	25	75	15	34	33	377	94	16	18	18	23	33	16	84	95	19	26	11	79
Charlottesville, Va.	126	63	69	32	61	44	25	50	11	37	26	255	91	21	19	19	19	34	15	87	94	22	24	12	89
Richmond, Va.	131	75	65	37	61	47	23	45	10	29	30	251	95	24	25	25	29	38	21	87	99	14	30	10	89
Roanoke, Va.	146	72	64	32	61	49	24	72	10	32	32	274	100	23	24	23	23	31	17	74	88	28	23	11	87
Charleston, W. Va.	132	88	79	38	55	49	22	79	12	40	25	357	95	19	19	19	23	34	12	85	79	24	23	10	95
Clarksburg, W. Va.	129	79	79	39	56	57	23	79	10	43	30	359	95	20	20	20	25	35	11	83	79	25	23	11	90
Huntington, W. Va.	163	77	76	37	56	48	23	78	15	37	26	357	97	20	20	19	28	33	19	89	79	26	20	11	97
Morgantown, W. Va.	132	74	74	44	58	50	20	74	23	39	32	358	96	15	21	19	21	35	19	87	97	22	25	11	97
Parkersburg, W. Va.	167	78	72	34	57	42	20	69	15	42	27	357	96	18	20	22	26	41	16	85	83	33	23	10	99
Princeton, W. Va.	131	70	59	37	61	51	25	74	12	26	34	357	97	20	23	24	23	37	17	83	104	22	25	12	99
Wheelings, W. Va.	112	68	64	40	54	46	18	72	10	44	41	360	98	15	21	22	26	29	14	71	89	22	21	10	96

TABLE C-2

PRICE REPORT COLUMN HEADINGS

COLUMN NUMBER	CATEGORY	ITEM	BASIS
26	Housing	Apartment	monthly rent
27		House Purchase	monthly payment
28	Utilities	Electric Power	average monthly bill
29		Natural Gas	average monthly bill
30		Telephone	private line, montly rate
31	Transportation	Bus Fare	basic fare, 1 trip
32		Taxi Fare	first two miles
34		Gasoline	regular grade, including taxes
35	Health	Hospital Room, semi-private	cost per day
36		Office Visit, doctor	general practitioner, prevailing charge
37		Office Visit, dentist	teeth cleaning and inspection, no x-ray
38	Miscellaneous	Man's Haircut	prevailing price
39		Woman's Shampoo & Set	prevailing price
40		Dry Cleaning	man's two-piece suit
41		Movie	downtown, indoor, evening
42		Bowling	price per line
43		TV Repair	service call, excluding parts
44		Liquor	fifth, Seagram's 7-Crown

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TABLE C-2 (continued)

CITY, STATE	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44
Birmingham, Ala.	174	180	2223	1535	737	35	105		379	4400	800	900	250	375	142	200	65	1030	500
Mobile, Ala.	160	170	1880	1005	720	30	105		369	3000	600	800	225	400	140	200	60	960	490
Montgomery, Ala.	185	204	1992	1181	616	30	105		302	3333	1000	933	225	400	165	175	60	932	475
Ft. Smith, Ark.	183	186	2055	1171	620		90		359	4000	800	800	200	300	150	150	60	1000	545
Little Rock, Ark.	185	175	1826	900	645	30	70		355	4000	700	1000	200	350	150	175	60	950	545
Boca Raton, Fla.	168	229	2354	643	625		135		386	4650	860	1500	250	416	196	200	64	1081	499
Ft. Lauderdale, Fla.	275	202	2500	1000	655	35	170		359	4400	1000	1000	250	350	225	250	55	1000	475
Orlando, Fla.	165	173	2300	1190	655	30	115		319	4100	700	1250	250	450	160	200	65	998	502
St. Petersburg, Fla.	200	166	2823	732	865	25	140		282	4650	766	833	208	416	170	200	60	800	416
Tallahassee, Fla.	210	191	2835	1675	850	30	118		337	3616	1066	933	225	433	150	150	60	983	585
Tampa, Fla.	209	174	3545	1921	850	40	140		349	4000	966	900	217	458	171	208	80	1145	519
Athens, Ga.	145	165	1752	1231	615		85		328	3800	700	933	200	350	150	200	65	783	509
Atlanta, Ga.	173	163	2100	1000	775	40	86		335	4833	766	1066	233	433	150	200	65	1098	485
Columbus, Ga.	167	261	1848	1285	645	25	90		309	3550	900	867	192	433	145	158	60	750	498
Savannah, Ga.	178	180	2438	996	645	30	62		380	4733	700	1033	200	383	158	183	60	567	521
Ashland, Ky.	135	155	1200	1400	630	25	60		389	3600	500	1000	200	350	167	175	65	500	475
Henderson, Ky.	150	175	1546	1300	455	25	100		269	4100	769	700	200	300	122	150	60	700	545
Lexington, Ky.	150	200	1707	1313	630	35	135		339	3970	700	1000	225	400	150	200	60	750	520
Louisville, Ky.	135	204	1625	1081	635	40	110		289	3300	600	700	250	350	175	200	60	800	515
Paducah, Ky.	143	162	1900	1280	525	40	75		329	3575	800	800	225	300	160	150	55	700	515
Columbus, Miss.	150	170	1394	731	630	35	75		367	2500	633	900	187	350	137	158	58	950	518
Jackson, Miss.	167	160	2000	910	578	25	120		349	3033	600	900	208	375	151	183	60	1013	470
Meridian, Miss.	175	200	2200	962	550	25	100		353	3450	750	850	175	350	135	150	55	800	505
Columbia, Mo.	175	205	1500	1458	630	25	118		309	4100	600	1000	225	350	164	150	65	1099	453
St. Joseph, Mo.	175	175	1285	1214	550	25	115		329	3800	500	800	250	350	150	175	57	815	425
St. Louis, Mo.	176	207	1150	1275	800	45	160		349	4750	700	800	250	350	190	250	70	700	389
Springfield, Mo.	170	207	1009	882	585	20	125		319	3875	700	900	225	380	100	175	55	900	500
Asheville, N. C.	160	173	1520	1810	565	30	125		349	3900	650	900	225	350	145	150	55	700	480
Charlotte, N. C.	180	181	1455	1505	615	30	115		369	4693	666	920	250	433	156	194	60	933	480
Greensboro, N. C.	168	218	4371		565	20	120		355	3600	650	1200	250	418	161	175	57	1166	480
Hickory, N. C.	153	197	1903	1827	635	20	90		329	3100	533	933	208	342	137	150	58	850	480
Southern Pines, N. C.	175	179	2818	902	945	35	100		369	3200	600	867	200	350	145	150	55	750	480
Wilmington, N. C.	150	174	2490		520	25	150		349	3250	600	1000	208	350	160	150	60	850	480
Winston-Salem, N. C.	178	207	4126		590	30	120		369	4716	550	1200	250	400	147	175	60	1150	480
Charleston, S. C.	155	200	2700	1040	695	25	50		359	3933	600	1100	250	400	150	122	60	600	493
Greenville, S. C.	170	172	1335	1294	695	30	145		329	3517	667	1367	234	367	133	177	73	983	505
Rock Hill, S. C.	142	170	2260	1941	675	25	90		359	3350	600	1000	225	350	146	163	60	717	480
Columbia, Tenn.	150	152	1496	1270	450	40	92		319	3600	575	1000	200	300	120	137	40	700	565
Jackson, Tenn.	168	188	1251	1440	490	30	100		359	4000	600	900	200	333	139	175	50	665	575
Knoxville, Tenn.	180	152	1397	1618	605	30	145		349	4600	650	875	200	356	159	175	59	612	560
Charlottesville, Va.	175	266	6000		863	25	110		389	5900	800	1000	200	400	150	200	60	775	465
Richmond, Va.	165	188	1950	1800	700	25	125		380	5200	600	1000	225	400	175	225	60	850	465
Roanoke, Va.	135	180	1050	2596	700	26	130		349	4400	600	800	200	325	165	200	60	495	465
Charleston, W. Va.	180	187	1425	1284	890	25	120		379	4800	700	1000	225	350	200	200	60	800	498
Clarksburg, W. Va.	175	162	1106	1195	785	35	90		389	4550	800	800	200	350	200	200	60	700	498
Huntington, W. Va.	225	196	1650	1200	865	30	120		389	4000	800	1000	225	350	175	175	60	600	498
Morgantown, W. Va.	175	225	1110	1361	785		100		349	3917	600	967	234	367	167	200	60	732	498
Parkersburg, W. Va.	160	170	957	1183	825	35	115		370	4275	650	800	250	400	200	175	65	550	498
Princeton, W. Va.	140	172	1585	1250	810	35	125		389	4600	750	750	200	350	150	150		850	498
Wheeling, W. Va.	175	168	1051	1860	865	30	100		409	4350	500	900	225	350	185	180	55	800	470

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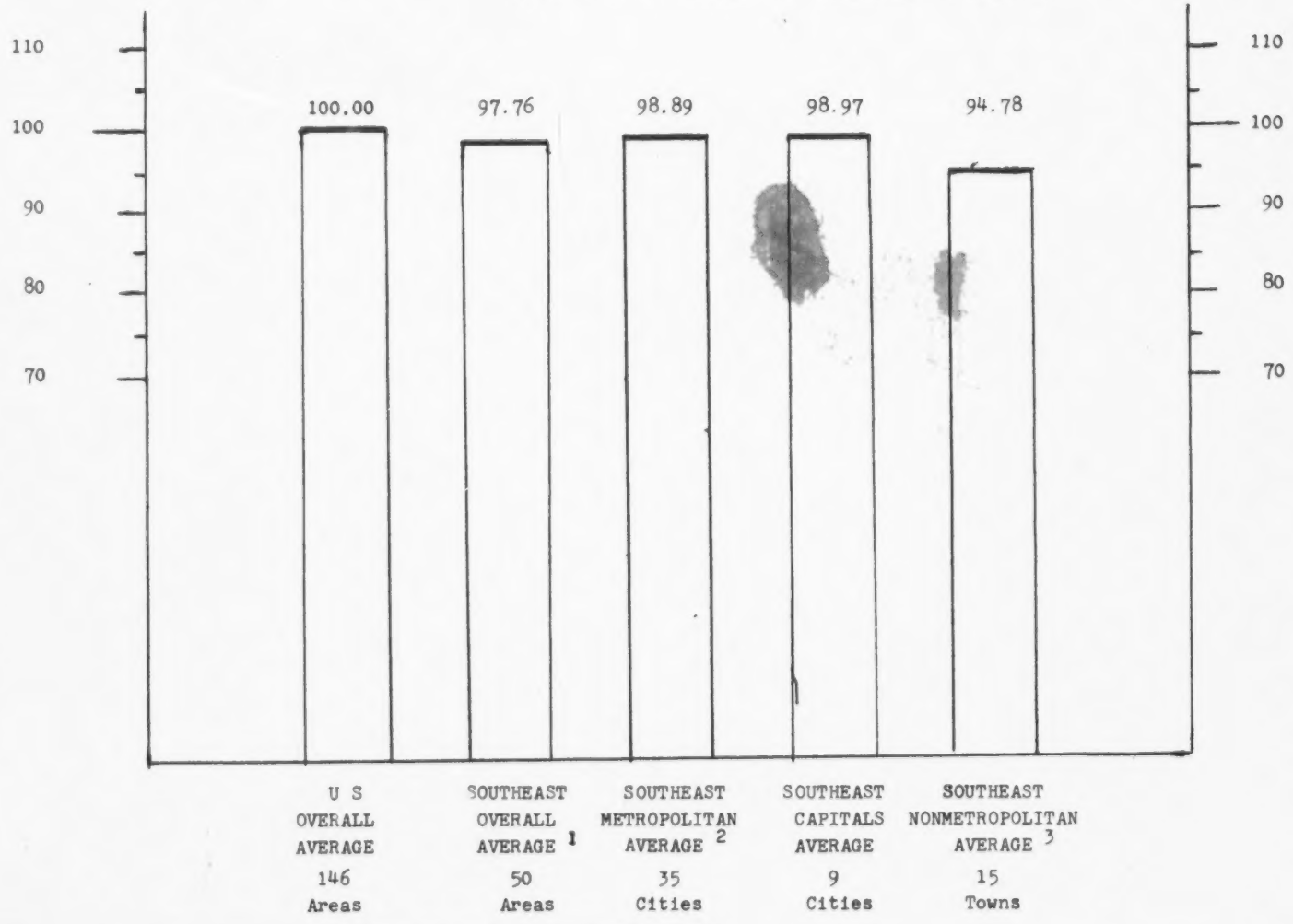
TABLE D-1

ACCRA CITY COMPOSITE INDEX 1ST QTR""72

COLUMN NUMBERS	1	2	3	4	5	6	7
COMPONENT WEIGHTS	100	20	35	15	12	8	10
CITY & STATE	CITY INDEX ALL ITEMS	FOOD	HOUSING	UTILITIES	TRANS-PORTATION	HEALTH	MISC. SERVICES
BIRMINGHAM, ALA.	102.4	103.5	96.3	118.8	97.9	97.8	106.5
MOBILE, ALA.	93.9	103.1	90.1	94.7	94.9	72.8	102.9
MONTGOMERY, ALA.	100.8	103.8	106.8	100.1	85.2	90.3	101.9
FT. SMITH, ARK.	101.3	104.2	100.1	101.7	107.2	90.3	100.9
LITTLE ROCK, ARK.	96.4	109.2	96.6	88.7	82.1	92.8	101.2
BOCA RATON, FLA.	111.7	103.1	112.4	95.6	138.9	117.5	113.6
FT. LAUDERDALE, FLA.	113.5	104.7	123.2	109.9	115.0	105.4	107.5
ORLANDO, FLA.	99.2	103.3	92.2	109.6	90.7	100.4	109.6
ST. PETERSBURG, FLA.	100.6	105.9	96.3	116.2	91.6	98.5	93.9
TALLAHASSEE, FLA.	107.5	94.6	107.0	141.7	94.2	95.5	109.0
TAMPA, FLA.	112.7	100.7	100.8	167.6	105.8	97.0	117.2
ATHENS, GA.	93.2	103.7	85.6	95.0	99.2	88.6	92.1
ATLANTA, GA.	98.7	108.4	90.2	101.8	87.2	106.6	111.9
COLUMBUS, GA.	104.4	101.2	123.5	99.7	80.0	88.9	93.0
SAVANNAH, GA.	98.3	107.8	97.0	107.9	83.1	102.9	83.7
ASHLAND, KY.	86.0	105.1	80.1	84.9	82.3	82.8	77.5
HENDERSON, KY.	87.6	90.6	90.0	87.5	77.4	88.3	84.9
LEXINGTON, KY.	97.2	95.8	98.8	96.3	101.4	92.5	94.2
LOUISVILLE, KY.	92.4	95.6	97.3	87.9	87.9	74.0	96.1
PADUCAH, KY.	88.2	93.4	84.1	98.2	82.9	85.0	86.5
COLUMBUS, MISS.	87.1	97.6	88.2	72.1	87.0	69.8	98.9
JACKSON, MISS.	91.6	96.0	87.9	92.1	95.1	75.7	103.2
MERIDIAN, MISS.	96.4	94.9	103.5	98.3	89.5	83.4	90.4
COLUMBIA, MO.	99.7	100.2	105.3	94.6	88.7	91.6	106.5
ST. JOSEPH, MO.	91.8	100.2	94.8	80.4	90.7	80.3	92.0
ST. LOUIS, MO.	99.3	96.3	106.2	84.2	113.6	97.2	88.1
SPRINGFIELD, MO.	92.8	93.4	105.0	64.7	90.7	88.8	97.0
ASHEVILLE, N.C.	93.1	90.9	91.2	103.2	98.1	87.8	86.9
CHARLOTTE, N.C.	96.2	88.5	97.8	94.3	97.9	98.7	104.4
GREENSBORO, N.C.	106.2	91.6	108.5	131.3	94.4	91.6	115.1
HICKORY, N.C.	93.9	85.4	98.3	115.7	81.3	75.7	92.9
SOUTHERN PINES, N.C.	96.5	90.6	96.2	122.5	94.9	76.9	88.4
WILMINGTON, N.C.	88.1	81.9	89.6	79.4	104.3	80.9	94.4
WINSTON-SALEM, N.C.	106.4	94.4	106.5	125.3	99.4	103.1	112.8
CHARLESTON, S.C.	96.5	95.5	99.7	117.3	74.9	92.0	85.8
GREENVILLE, S.C.	94.9	96.5	92.7	87.2	101.4	95.2	102.8
ROCK HILL, S.C.	93.7	90.4	86.7	129.3	87.2	82.2	88.0
COLUMBIA, TENN.	86.7	97.9	81.9	85.3	86.6	84.7	85.1
JACKSON, TENN.	93.9	101.6	97.9	84.2	91.8	87.8	86.9
KNOXVILLE, TENN.	94.3	102.6	87.6	95.6	104.3	96.0	86.0
CHARLESTON, W. VA.	100.2	107.1	99.9	93.9	99.4	102.9	95.8
CLARKSBURG, W. VA.	93.2	107.0	90.2	80.5	94.7	97.2	90.0
HUNTINGTON, W. VA.	103.9	109.4	111.6	97.2	102.3	95.3	84.5
MORGANTOWN, W. VA.	103.1	106.4	112.3	85.1	111.9	88.5	92.0
PARKERSBURG, W. VA.	92.7	108.9	90.1	77.0	99.8	90.0	86.7
PRINCETON, W. VA.	95.0	103.1	87.0	95.5	105.6	95.3	93.5
WHEELING, W. VA.	93.1	99.8	92.3	82.6	99.0	89.7	93.8
CHARLOTTESVILLE, VA.	120.5	91.3	126.7	182.3	97.7	119.2	92.5
RICHMOND, VA.	101.2	95.1	97.4	117.7	101.2	105.4	98.6
ROANOKE, VA.	94.8	99.0	88.9	114.9	98.4	90.3	75.8

Table E - 1

A C C R A Cost Of Living SUMMARY



1 Derived from ACCRA Inter-City Index Report sample.

2 Over 50,000 population.

3 2,500 to 50,000 population.

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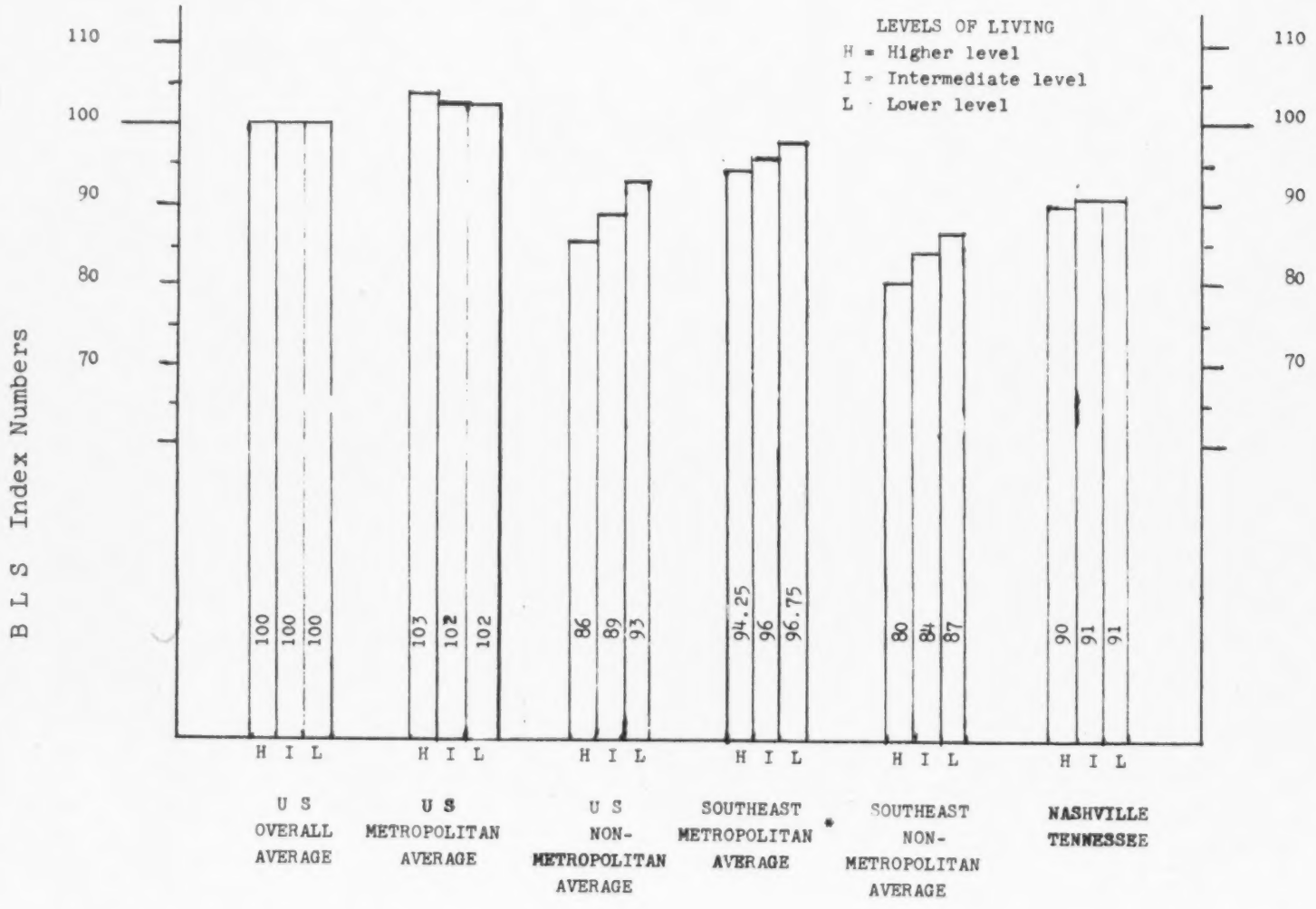
Table E - 2

B L S Cost Of Living SUMMARY



* Derived, non-weighted average for 8 cities from B L S sample.

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INTRODUCTION TO ORGANIZATIONAL STRUCTURE

The organizational charts of the twelve states in the study are designed to show positional task function in relation to the total Vocational Divisions and the title of positions. No effort has been made to attach names to the positions. The project investigators have been interested to note the many changes which have taken place in the charts as compared to the original information received.

The fact that change is under way in State Divisions of Vocational-Technical Education is encouraging. Some of the tasks have been shifted or divided with other personnel, while new tasks have been identified as needing expert attention, and hence new functions have been added to the organizational structure of the Division. In some instances, new functions have been developed around the abilities of particular individuals. Positions are best filled by obtaining the services of the best qualified personnel to perform specific sets of tasks.

In conclusion, the organizational charts are presented to depict the functional structure of divisions based on information made available to the study by State Divisions of Vocational-Technical Education and should give a point of reference for many types of interesting comparisons.

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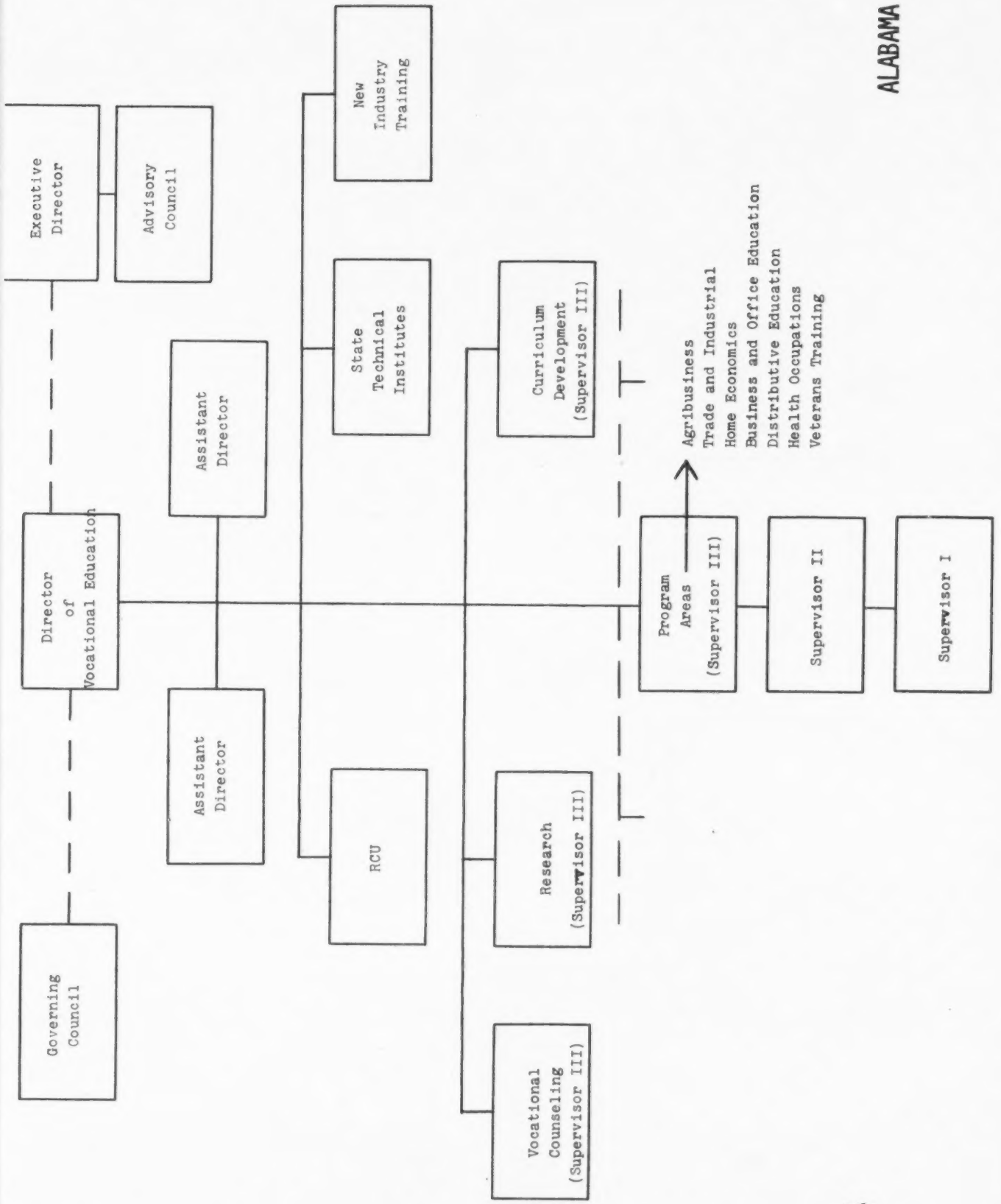

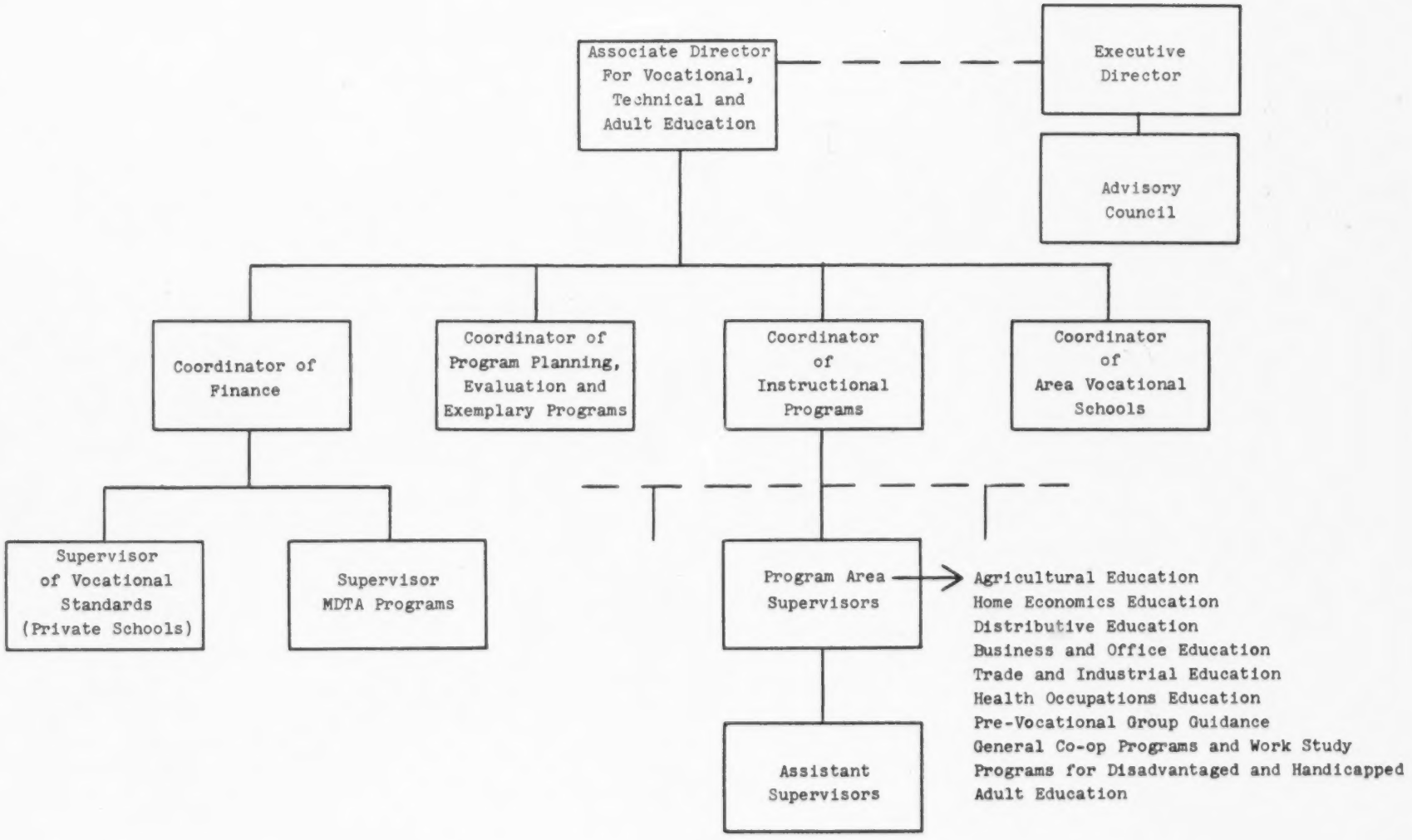

ARKANSAS

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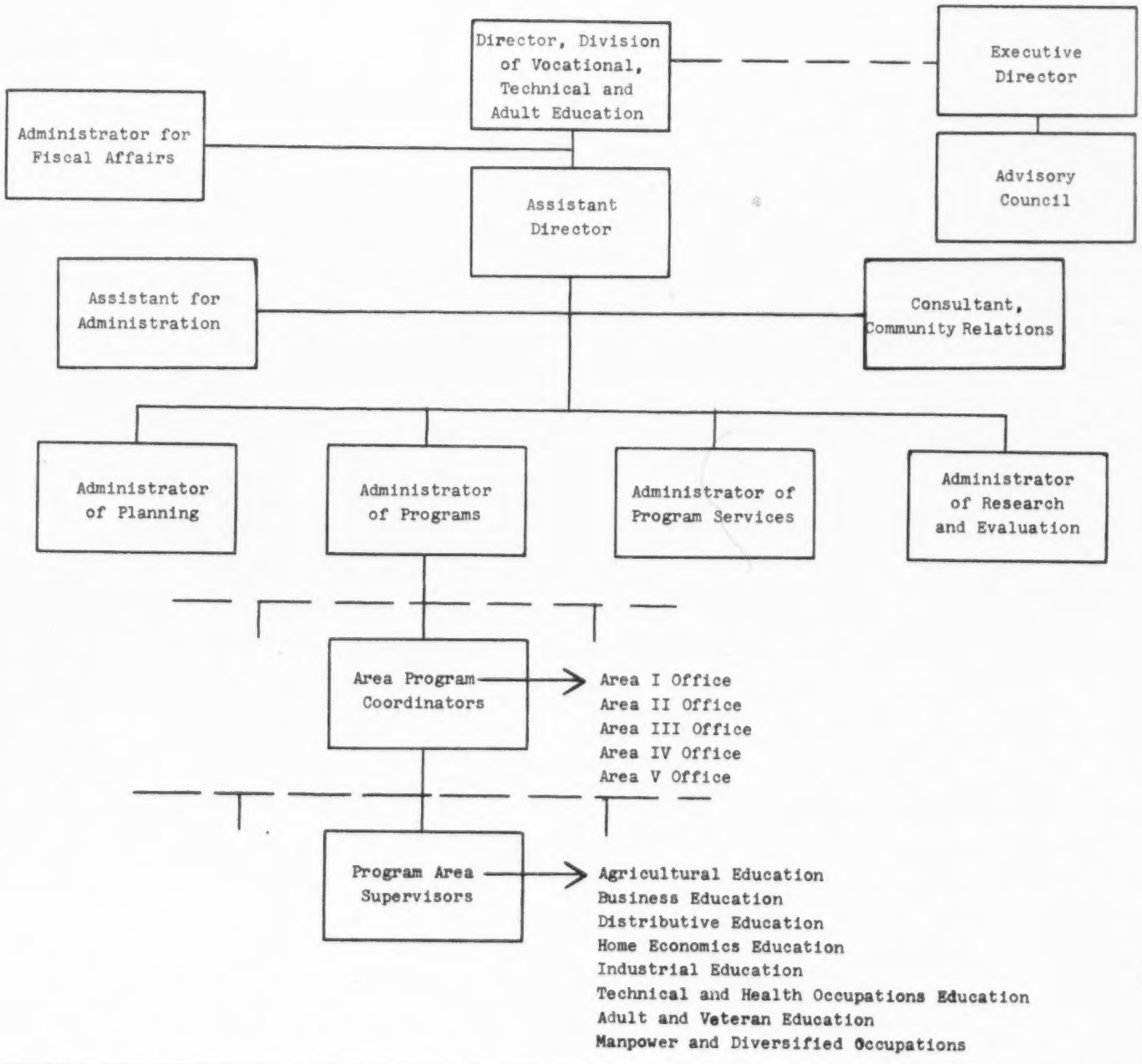

FLORIDA

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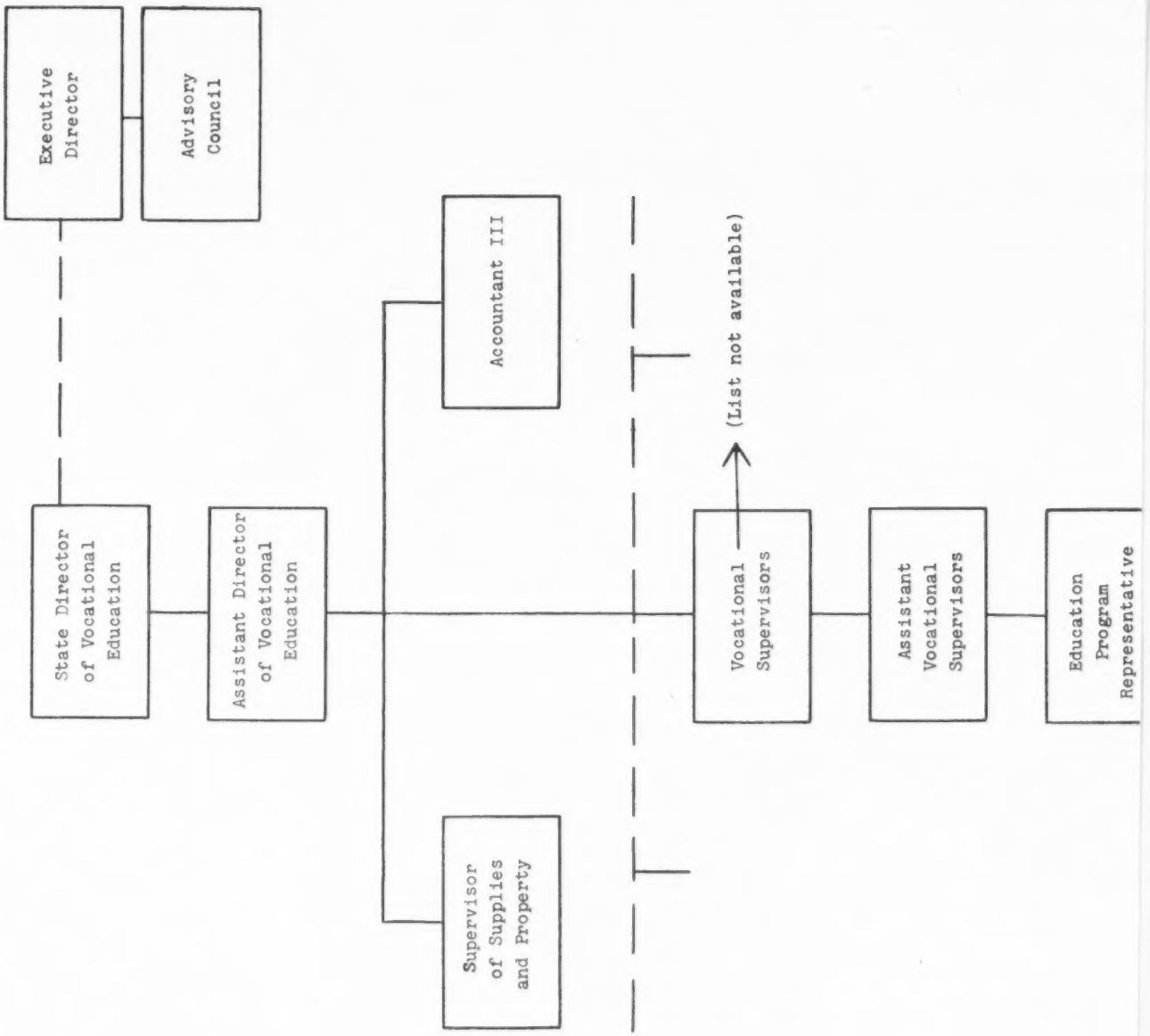
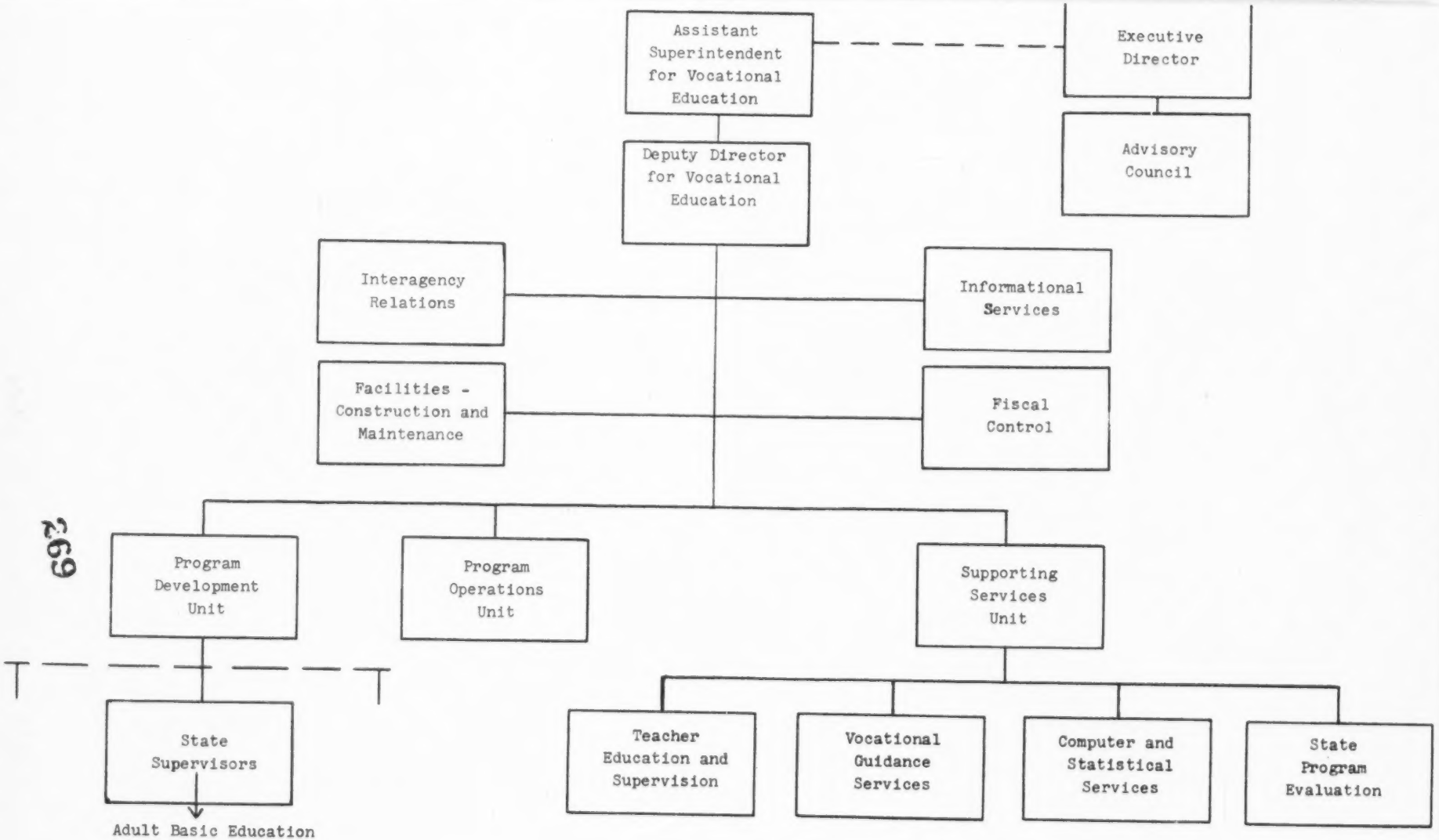
GEORGIA





Adult Basic Education
Agricultural Education
Business and Office Education
Distributive Education
Health Occupations Education
Home Economics Education
Public Service Occupations Education
Technical Education
Trade and Industrial Education
Special Vocational Programs (includes Disadvantaged, Handicapped, Work Study, Cooperative Vocational Education)

KENTUCKY

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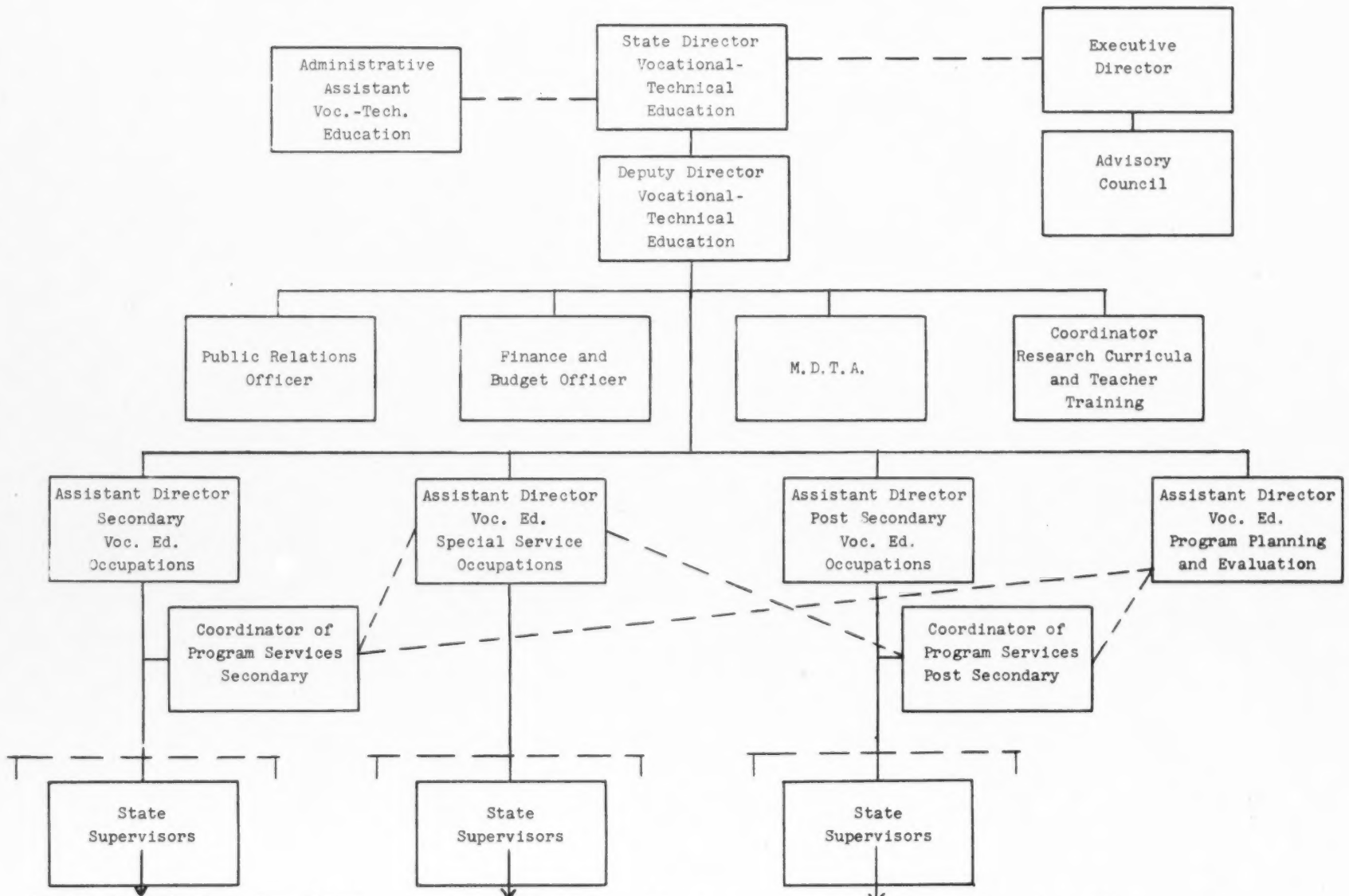
Administrative Assistant Voc.-Tech. Education
State Director Vocational-Technical Education
Executive Director
Advisory Council
Deputy Director Vocational-Technical Education
Public Relations Officer
Finance and Budget Officer
M.D.T.A.
Coordinator Research Curricula and Teacher Training
Assistant Director Secondary Voc. Ed. Occupations
Assistant Director Voc. Ed. Special Service Occupations
Assistant Director Post Secondary Voc. Ed. Occupations
Assistant Director Voc. Ed. Program Planning and Evaluation
Coordinator of Program Services Secondary
Coordinator of Program Services Post Secondary
State Supervisors
State Supervisors
State Supervisors
Vocational Agriculture Occupations
Vocational Business and Office Occupations
Vocational Distributive Occupations
Vocational Home Economics and Consumer Occupations
Vocational Trade and Industrial Occupations
Guidance and Counseling Service
Occupational Orientation Service
Handicapped and Disadvantaged Training
Cooperative Training Service
Vocational Agriculture Occupations
Vocational Business and Office Occupations
Vocational Distributive Occupations
Vocational Health Occupations
Vocational Home Economics and Consumer Occupations
Vocational Trade and Industrial Occupations
Vocational Technical Occupations

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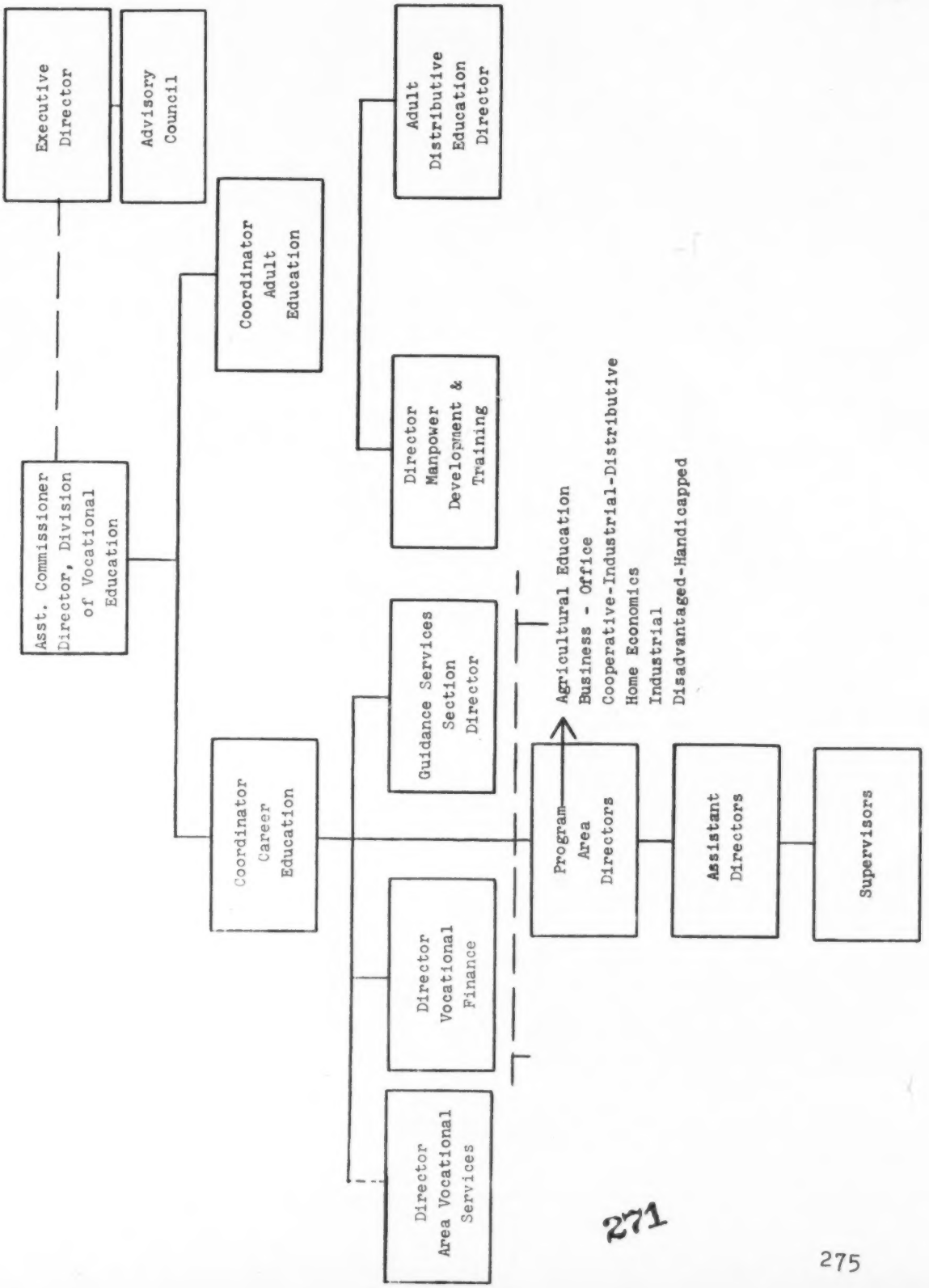

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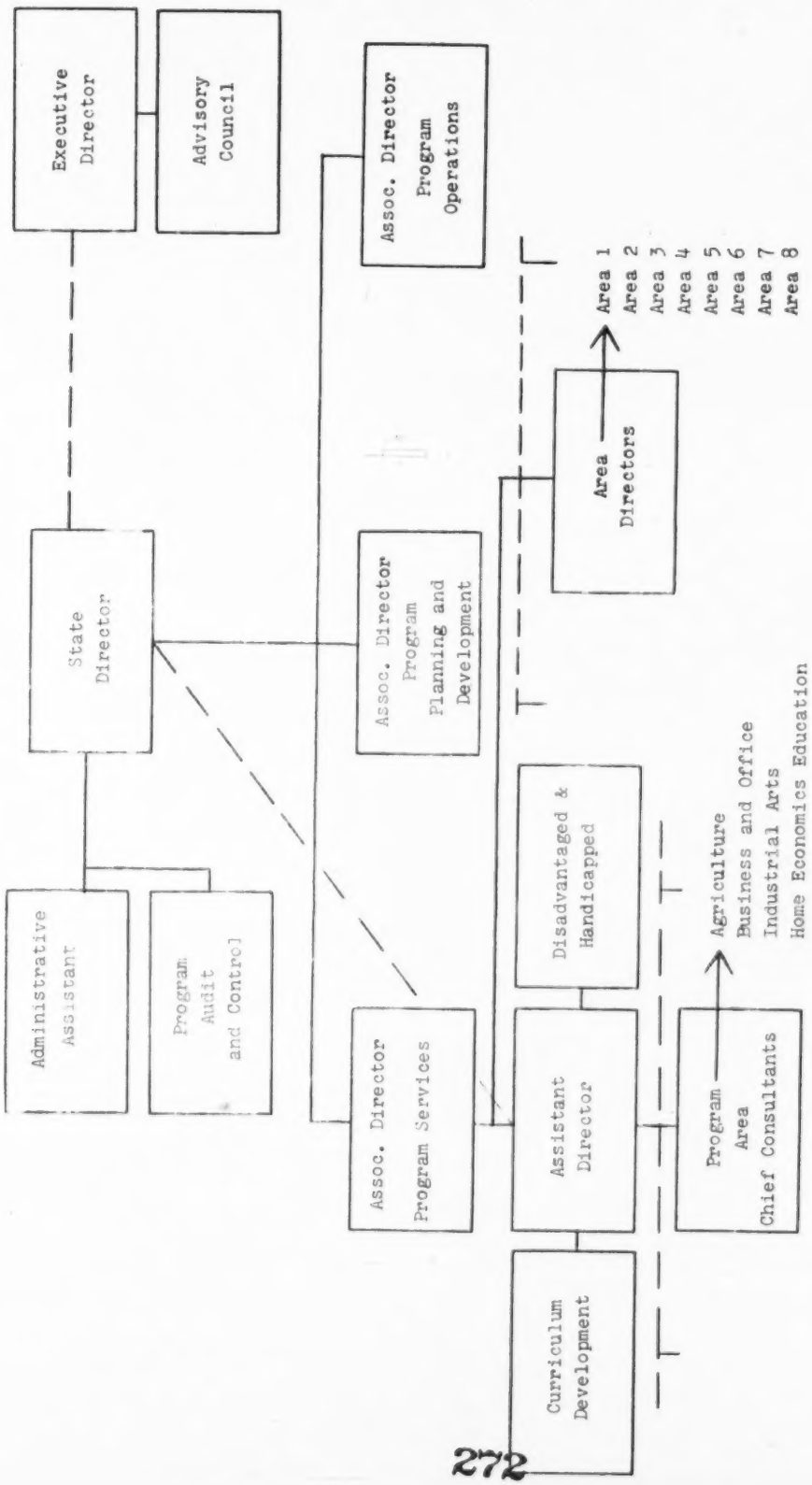
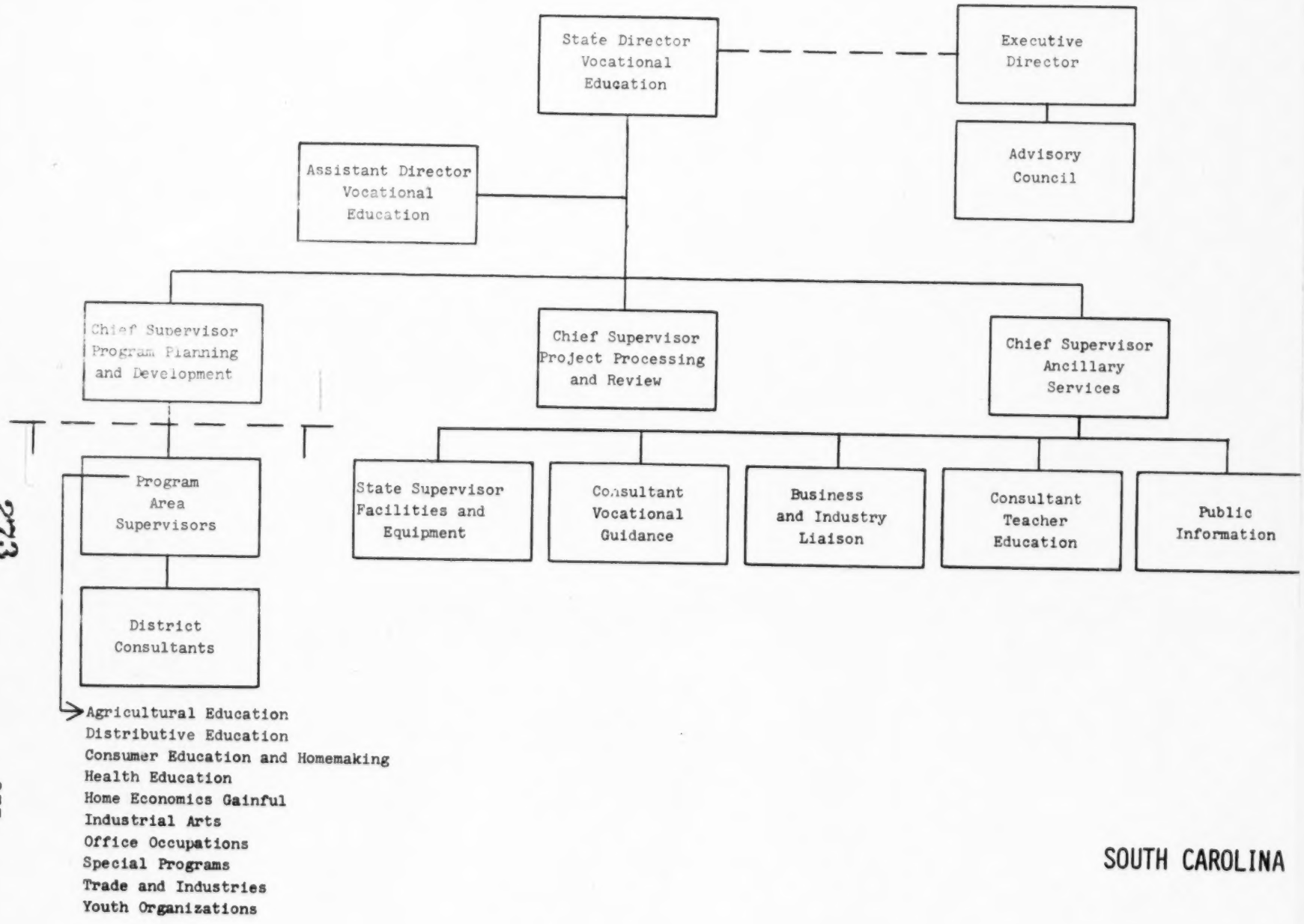
NORTH CAROLINA





SOUTH CAROLINA

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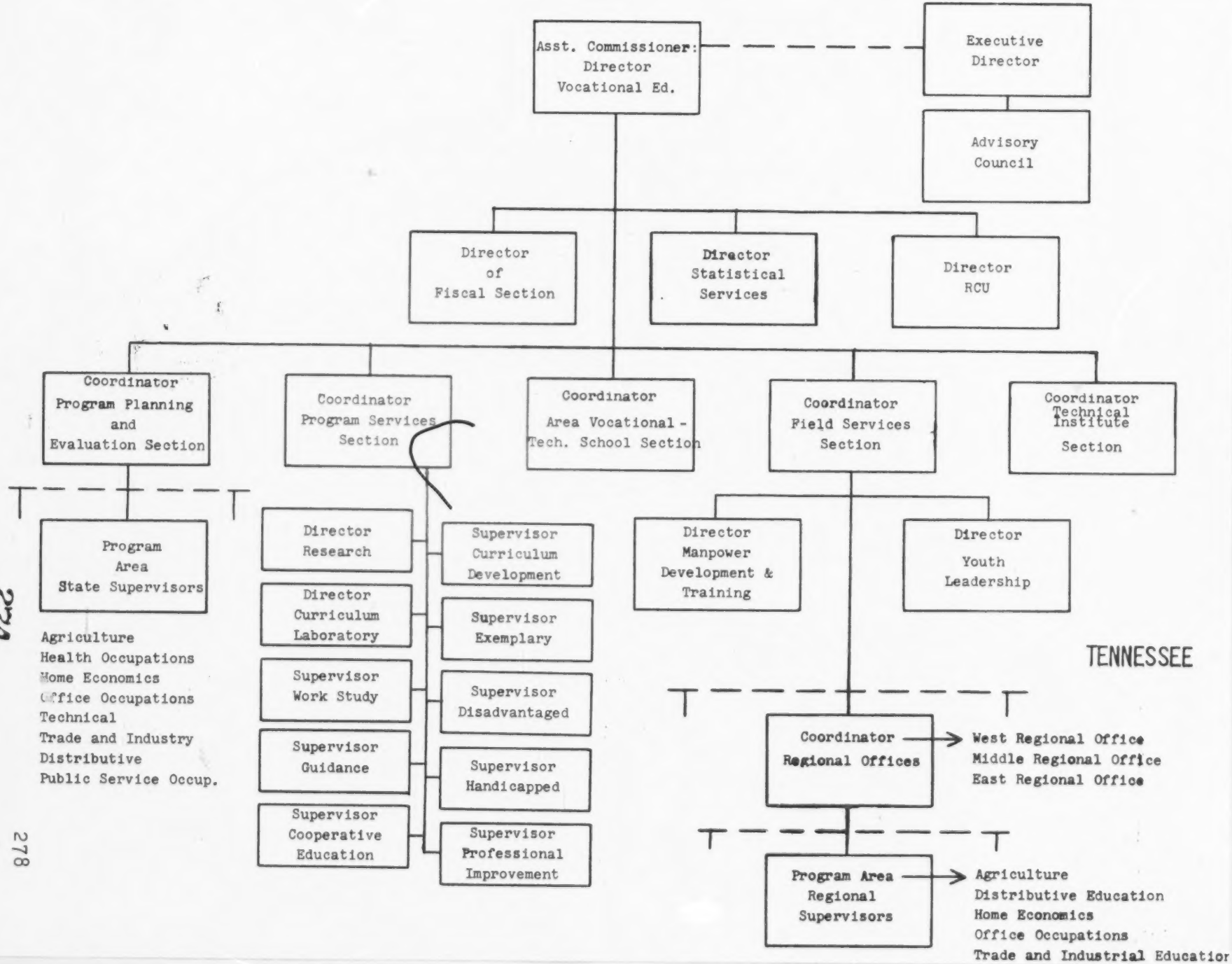

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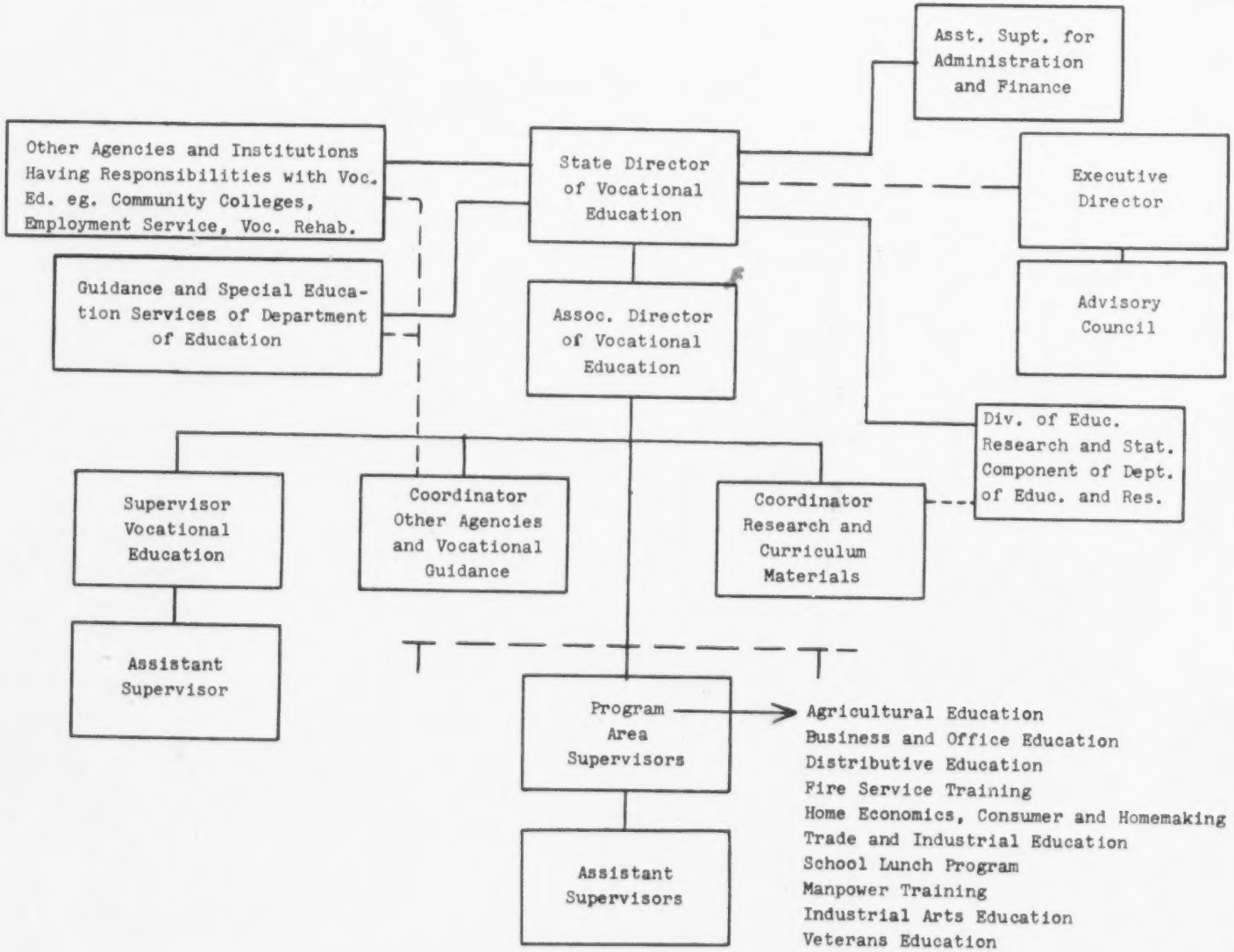
Asst. Supt. for Administration and Finance
Other Agencies and Institutions Having Responsibilities with Voc. Ed. eg. Community Colleges, Employment Service, Voc. Rehab.
State Director of Vocational Education
Executive Director
Guidance and Special Education Services of Department of Education
Assoc. Director of Vocational Education
Advisory Council
Div. of Educ. Research and Stat. Component of Dept. of Educ. and Res.
Supervisor Vocational Education
Coordinator Other Agencies and Vocational Guidance
Coordinator Research and Curriculum Materials
Assistant Supervisor
Program Area Supervisors
Assistant Supervisors
Agricultural Education
Business and Office Education
Distributive Education
Fire Service Training
Home Economics, Consumer and Homemaking Education
Trade and Industrial Education
School Lunch Program
Manpower Training
Industrial Arts Education
Veterans Education

VIRGINIA

Note: One assistant supervisor of vocational education coordinates programs for the disadvantaged and handicapped; exemplary and innovative programs and projects; and the work-study program.

One assistant supervisor in each vocational program field has responsibility for programs for the disadvantaged and handicapped.

One assistant supervisor in eachvocational program field has the responsibility for cooperative education programs.

Residential school planning activities are under the direction of the supervisor of vocational education.

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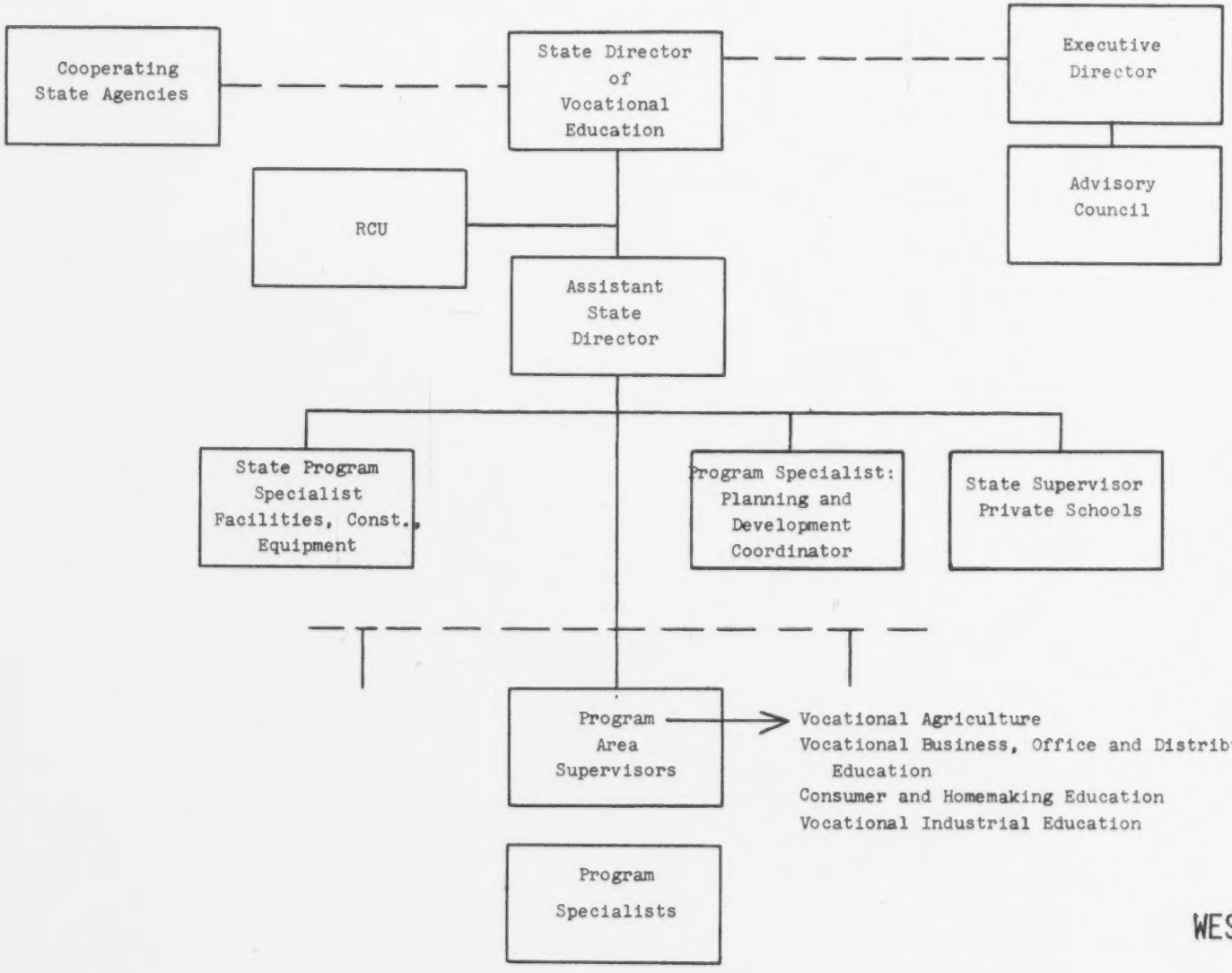

WEST VIRGINIA

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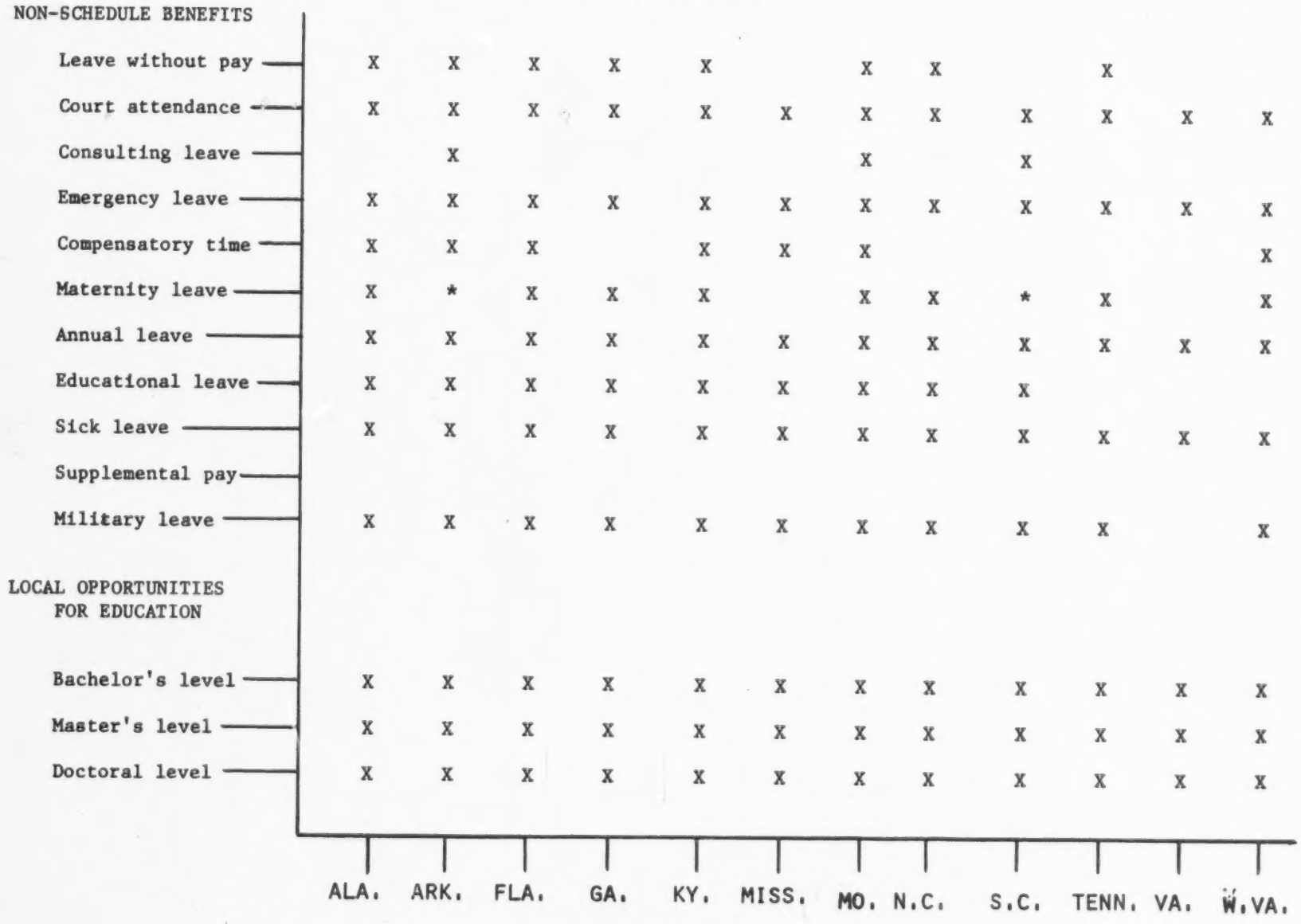
THE WORKING ENVIRONMENT

In many cases, professionals choose between jobs on the basis of benefits other than pay scale and cost of living. In order to obtain a comprehensive picture of "job appeal," it was necessary to analyze the formal pay scales, the local cost of living, and the organizational makeup; however, an indepth look at both the physical environment and the non-schedule benefits was made. The analysis of non-schedule benefits appears on page 283 in tabular form and includes the following: leave without pay, court attendance, consulting leave, emergency leave, compensatory time, maternity leave, supplemental leave, annual leave, educational leave, sick leave, supplemental pay, and military leave. The analysis of the physical environment is the last item of consideration, starts on page 284 and includes such items as fire resistiveness, condition, general office space, organization, acoustics, floor covering, storage space, walls, lighting, furniture, air conditioning, privacy, telephone facilities, privacy, duplicating facilities, electrical equipment, conference rooms, lounges, restrooms, flexibility and adaptability of space, parking, and commuting time.

NON-SCHEDULE BENEFITS



* In lieu of earned sick leave

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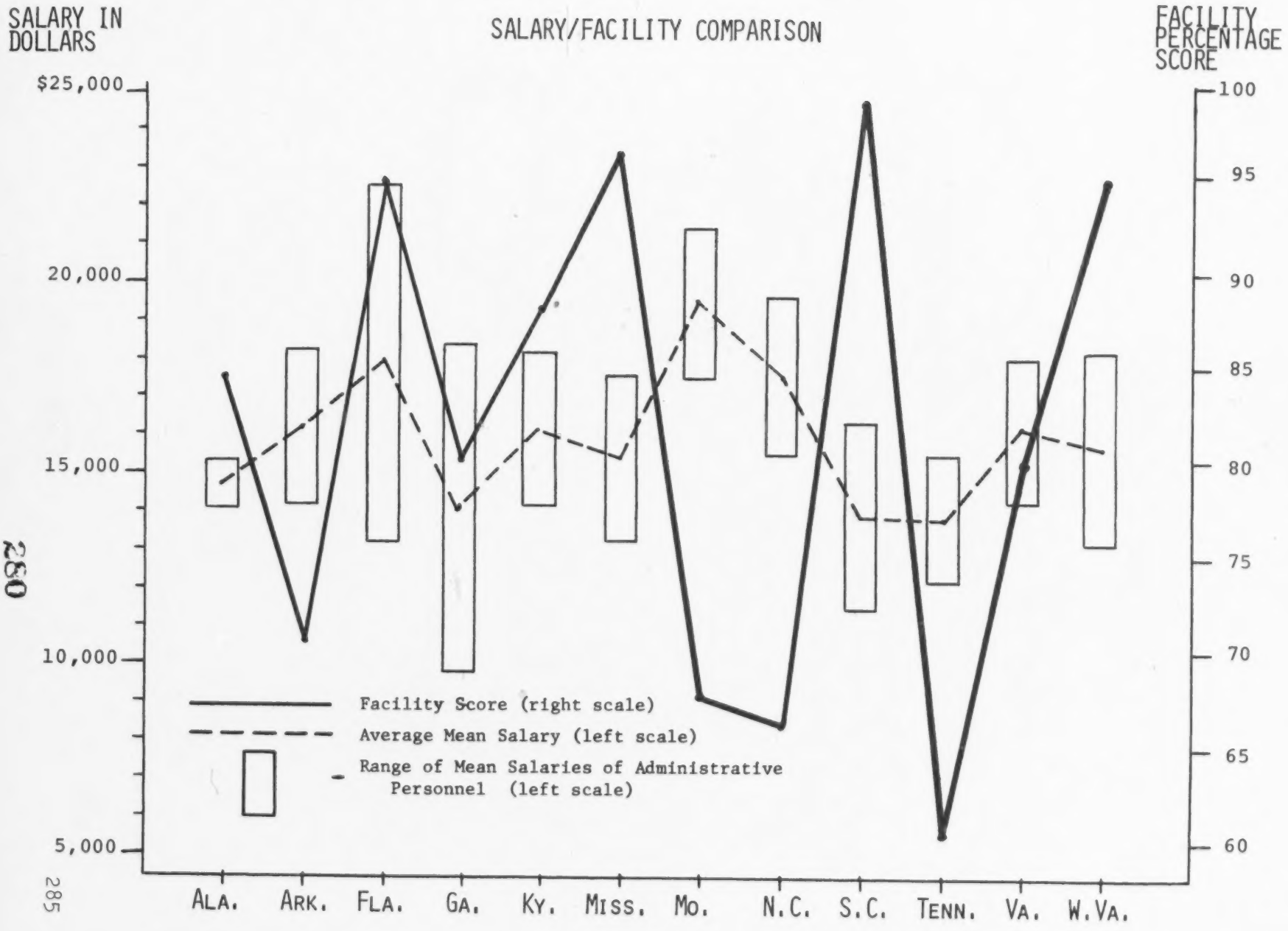
PHYSICAL FACILITIES

The phsyical facilities available to professionals not only enter into job selection but may actually shape attitudes and thereby affect programs. It was decided that an on-site visit to each division in the southeast was necessary. A two-man inspection team did all site inspections so as to provide for internal falidity.

A thirty-nine item check sheet as seen in Appendix A was used by the inspection team to insure evaluation on the basis of functionalities rather than esthetics. The check sheet was derived from materials supplied by Dr. Ronald Hubright, Director of Educational Personnel Development in Tennessee. The four basic areas touched were: building structure, administrative areas, secretarial areas, auxiliary areas, and miscellaneous space utilization.

Results of the analysis may be seen on pages 285-287. Please note: page 285 compares the adjusted pay ranges with the amassed facilities scores by state.



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RANK ORDER
FACILITY ANALYSIS AND RATINGS

City, State	Rank
Columbia, South Carolina	98.5
Jackson, Mississippi	96.4
Charleston, West Virginia	94.6
Tallahassee, Florida	94.4
Frankfort, Kentucky	87.7
Montgomery, Alabama	84.4
Atlanta, Georgia	80.0
Richmond, Virginia	79.7
Little Rock, Arkansas	70.3
Jefferson City, Missouri	67.7
Raleigh, North Carolina	65.9
Nashville, Tennessee	60.3

FACILITY ANALYSIS AND RATING SHEET

City, State	(Total Points Possible- 30 Building Structure	100 Administrative Areas	90 Secretarial Areas	50 Auxiliary Areas	120 Miscellaneous	390) Total Points
Montgomery, Ala.	10	90	77	28	108	329
Little Rock, Ark.	30	72	59	25	88	274
Tallahassee, Fla.	30	96	86	36	120	368
Atlanta, Ga.	30	96	83	31	72	312
Frankfort, Ky.	30	95	75	24	118	342
Jackson, Miss.	30	98	88	40	120	376
Jefferson City, Mo.	30	65	60	25	84	264
Raleigh, N. C.	18	64	69	25	81	257
Columbia, S. C.	30	98	86	50	120	384
Nashville, Tenn.	30	76	67	15	56	244
Richmond, Va.	23	85	74	30	99	311
Charleston, W. Va.	30	98	85	48	108	369

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FACILITY ANALYSIS AND RATING SHEET

Name of State Organization _____ Date _____

Feature	Ratings 10 Excellent	8 Good	5 Average	2 Inadequate	None
1. Building Structure					
Fire Resistiveness					
Exterior Condition					
Interior Condition					
Points Scored					
Total Points Scored This Section_____					
Other Comments:					
2. Administrative Areas					
General Office Space					
Office Space Organization (water pipes, windows, air conditioners, window space)					
Acoustics					
Floor Covering					
Storage Space					
Walls					
Lighting					
Office Furniture					
Central Air Conditioning					
Privacy of Offices					
Points Scored					
Total Points Scored This Section_____					
Other Comments:					
3. Secretarial Areas					
General Work Space					
Floor and Wall Coverings					
Furniture					
Nearness to Supervisor					
Adequate Telephone Facilities					
Privacy					
Nearness to Duplicating Facilities					
Adequate Storage Space					
Electrical Equipment (typewriters, etc.)					
Points Scored					
Total Points Scored This Section_____					
Other Comments:					

FACILITY ANALYSIS AND RATING SHEET (continued)

Feature	Ratings 10 Excellent	8 Good	5 Average	2 Inadequate	None
4. Auxiliary Areas					
Conference Room(s)					
General Storage Room					
Lounges with kitchen facilities					
Restroom(s)					
Duplicating Room with Storage Facilities					
Points Scored					
Total Points Scored This Section_____					
Other Comments:					
5. Miscellaneous					
Circulation Patterns (staff)					
Flexibility of Space (moveable walls, etc.)					
Adaptability of Space to Function of Task					
Expandability; need for additional space					
Fire Protection Equipment					
Parking Facilities					
Accessibility to Office Building (time to commute):					
2 miles from office					
4 miles from office					
6 miles from office					
10 miles from office					
15 miles from office					
20 miles from office					
Points Scored					
Total Points Scored this Section_____					
Other Comments:					

Rating:

Total Characteristic Score_____

Score_____ X 10 ÷ 40 = _____ percentage